



**SCOTTSDALE AIRPORT ADVISORY COMMISSION  
SPECIAL MEETING NOTICE AND  
AGENDA**

**Wednesday, July 13, 2011**

**4:00 p.m.**

**Scottsdale Airport Terminal Lobby  
15000 N. Airport Drive, Scottsdale, AZ**



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**AIRPORT ADVISORY COMMISSION**

Gunnar Buzzard, Chairman

John Washington, Vice Chairman

Ken Casey

William Schuckert

William Bergdoll

Michael Goode

Lois Yates

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**Call to Order**

**Roll Call**

**1. REQUEST FOR EXECUTIVE SESSION TO:**


- A. Discuss and consult with its attorneys for legal advice on the airpark self-fueling issue.  
A.R.S. §38-431.03(A)(3).

**Staff contact:** Clifford Frey, Senior Assistant City Attorney, 312-2661,  
[cfrey@scottsdaleaz.gov](mailto:cfrey@scottsdaleaz.gov)

**2. MOTION TO RECESS INTO EXECUTIVE SESSION FOR:**

- A. Discussion and consultation with our attorney for legal advice on the airpark self-fueling issue. A.R.S. §38-431.03(A)(3).

**Adjourn to Executive Session**

 Persons with a disability may request a reasonable accommodation by contacting Theresa Smith at Airport Administration (480-312-2321). Requests should be made 24 hours in advance or as early as possible to allow time to arrange accommodation. For TTY Users, the Arizona Relay Service (1-800-367-8939) may contact the Aviation Department (480-312-2321).



## SCOTTSDALE AIRPORT ADVISORY COMMISSION MEETING NOTICE AND AGENDA

Wednesday, July 13, 2011

5:00 p.m.

Scottsdale Airport Terminal Lobby  
15000 N. Airport Drive, Scottsdale, AZ



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### AIRPORT ADVISORY COMMISSION

Gunnar Buzzard, Chairman

John Washington, Vice Chairman

Ken Casey

William Schuckert

William Bergdoll

Michael Goode

Lois Yates

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### Call to Order

### Roll Call

### Aviation Director's Report

The public body may not propose, discuss, deliberate or take legal action on any matter in the summary unless the specific matter is properly noticed for legal action.


### Approval of Minutes

REGULAR MEETING

June 9, 2011

### Public Comment

Citizens may address the members of the Airport Advisory Commission during Public Comment. This "Public Comment" time is reserved for citizen comments regarding non-agendized items. However, Arizona State law prohibits the Airport Advisory Commission from discussing or taking action on an item that is not on the prepared agenda.

 Persons with a disability may request a reasonable accommodation by contacting Theresa Smith at Airport Administration (480-312-2321). Requests should be made 24 hours in advance or as early as possible to allow time to arrange accommodation. For TTY Users, the Arizona Relay Service (1-800-367-8939) may contact the Aviation Department (480-312-2321).

## CONSENT AGENDA

## ITEMS 1-3

**How the Consent Agenda Works:** The Commission may take one vote to act on all items on the Consent Agenda, or may remove items for further discussion. Every interested citizen will have one opportunity to speak on any or all Consent Agenda items. If you wish to speak on these items, please complete a Request to Speak card for each topic you wish to address. **You will be given three minutes to speak on all the Consent Agenda items you wish to address. Additional time for multiple agenda items will be at the Chairman's discretion.**

After all speakers have finished, the Commission will decide which items to remove for additional discussion and/or presentation from staff. Items not removed from the Consent Agenda will be considered in one motion. Items removed for clarification or discussion by the Commission will be acted on as appropriate.

1. Discussion and Possible Action Regarding Airpark Aeronautical Business for Lex Capital, U.S. Corp. to conduct Hangar/Shade Leasing Services  
Staff contact: Shannon Johnson, Management Analyst, 312-8475, [shjohnson@scottsdaleaz.gov](mailto:shjohnson@scottsdaleaz.gov)
2. Discussion and Possible Action Regarding Application for Airpark Aeronautical Business for Borden Properties, LLC to conduct Hangar/Shade Leasing Services  
Staff contact: Shannon Johnson, Management Analyst, 312-8475, [shjohnson@scottsdaleaz.gov](mailto:shjohnson@scottsdaleaz.gov)
3. Discussion and Possible Action Regarding Application for Airport Aeronautical Business for Tempus Jets, Inc. to conduct Aircraft Charter Brokerage Services  
Staff contact: Shannon Johnson, Management Analyst, 312-8475, [shjohnson@scottsdaleaz.gov](mailto:shjohnson@scottsdaleaz.gov)

**REGULAR AGENDA BEGINS ON FOLLOWING PAGE**



## REGULAR AGENDA

## ITEMS 4-11

**How the Regular Agenda Works:** The Commission takes a separate action on each item on the Regular Agenda. If you wish to address the Commission regarding any or all of the items on the Regular Agenda, please complete a Comment Card for each topic you wish to address and submit it to Aviation Staff. Speakers will be given three minutes to speak per item. Additional time may be granted to speakers representing two or more persons. Cards for designated speakers and the persons they represent must be submitted together. **Comment cards must be submitted before public testimony has begun on any Regular Agenda or Public Hearing item.**

4. Discussion and Possible Action to Adopt Resolution No. 8721 and Ordinance No. 3950 amending Chapter 5, Aviation, of the Scottsdale Revised Code, Airport Rules and Regulation, Airport Minimum Operating Standards, Airpark Rules and Regulations, Airpark Minimum Operating Standards and the Scottsdale Airport/Airpark Rates and Fees Schedule that addresses an overall review and modification of the airport's primary guiding documents to help foster the long term economic health and enhance the safe operating environment at the airport/airpark.  
Staff contact: Gary P. Mascaro, Aviation Director, 312-7735, [gmascaro@scottsdaleaz.gov](mailto:gmascaro@scottsdaleaz.gov)
5. Discussion and Input Regarding the Airport Commission Liaison Program  
Contact: Chairman Buzzard, 312-2321, [gwb@vme.com](mailto:gwb@vme.com)
6. Discussion and Input Regarding Monthly Operations Reports for May and June 2011  
Staff contact: Chris Read, Airport Operations Manager, 312-2674, [cread@scottsdaleaz.gov](mailto:cread@scottsdaleaz.gov)
7. Discussion and Input Regarding Quarterly Noise Complaint Summary Report  
Staff contact: Kate O'Malley, Aviation Planning & Outreach Coordinator, 312-8482, [komalley@scottsdaleaz.gov](mailto:komalley@scottsdaleaz.gov)
8. Discussion and Input Regarding Monthly Financial Reports for April and May 2011  
Staff contact: Shannon Johnson, Management Analyst, 312-8475, [shjohnson@scottsdaleaz.gov](mailto:shjohnson@scottsdaleaz.gov)
9. Discussion and Input Regarding the Marketing, Community and Pilot Outreach Programs  
Staff contact: Kate O'Malley, Aviation Planning & Outreach Coordinator, 312-8482, [komalley@scottsdaleaz.gov](mailto:komalley@scottsdaleaz.gov)
10. Discussion and Input Regarding Status of Aviation Items to City Council  
Staff contact: Gary P. Mascaro, Aviation Director, 312-7735, [gmascaro@scottsdaleaz.gov](mailto:gmascaro@scottsdaleaz.gov)
11. Discussion and Possible Action to Modify the Airport Advisory Commission Meeting Schedule and Commission Item Calendar  
Staff contact: Gary P. Mascaro, Aviation Director, 312-7735, [gmascaro@scottsdaleaz.gov](mailto:gmascaro@scottsdaleaz.gov)

### Commission Summary of Current Events

The public body may not propose, discuss, deliberate or take legal action on any matter in the summary unless the specific matter is properly noticed for legal action.

### Future Agenda Items

Discussion and possible action regarding Commissioner requested future agenda items.

### Adjournment





**Meeting Date:** 07/13/11

**Staff Contact:** Gary P. Mascaro,  
Aviation Director

**Phone:** (480) 312-7735

**ACTION**

Approval of Minutes – Regular Meeting  
[June 9, 2011](#)

Attachment(s): 1. Draft minutes of the June 9, 2011 Regular Meeting

Action taken:



**DRAFT**

**SCOTTSDALE AIRPORT ADVISORY COMMISSION  
PUBLIC MEETING  
Scottsdale Airport Terminal Lobby  
15000 N. Airport Drive, Scottsdale, AZ**

**June 9, 2011**

**MINUTES**

- PRESENT:** Gunnar Buzzard, Chairman  
John Washington, Vice-Chairman  
William Bergdoll  
Ken Casey  
Michael Goode  
William Schuckert  
Lois Yates
- STAFF:** Clifford Frey, Assistant City Attorney  
Shannon Johnson, Management Analyst  
Gary P. Mascaro, Aviation Director  
Kate O'Malley, Planning & Outreach Coordinator  
Chris Read, Airport Operations Manager
- OTHERS:** Scott Gibney, Southwest Jet  
Jim Houtz, Southwest Jet  
Don Maxwell, Southwest Jet  
John Meyer, SNAPOA  
Greg Ross, Ross Aviation  
Jeff Schlueter, Southwest Jet  
Tommy Walker, Scottsdale Air Center  
Matthew Wright, Landmark Aviation

**CALL TO ORDER**

Chairman Buzzard called the meeting to order at 6:02 p.m.

## **ROLL CALL**

A formal roll call confirmed the presence of Commissioners as noted above.

## **AVIATION DIRECTOR'S REPORT**

Mr. Gary Mascaro, Aviation Director, reported that he just returned from the FAA Western Pacific Region conference. He had the opportunity to spend one on one time with Kate Lang, Associate Administrator for Airports.

## **APPROVAL OF MINUTES**

### **1. Approval of Minutes**

Regular Meeting: May 11, 2011

Vice Chairman Washington made a motion to approve the regular meeting minutes of the May 11, 2011 meeting. Commissioner Goode seconded the motion, which carried by a unanimous vote of seven (7) to zero (0).

## **PUBLIC COMMENT**

None noted.

## **REGULAR AGENDA**

Chairman Buzzard welcomed members of the City of Glendale to the meeting.

Noting that people may have strong feelings on the first agenda item in particular, he reminded everyone that they are expected to conduct themselves with decorum.

1. Discussion and Possible Action to Adopt Resolution No. 8721 and Ordinance No. 3950 amending Chapter 5, Aviation, of the Scottsdale Revised Code, Airport Rules and Regulations, Airport Minimum Operating Standards, Airpark Rules and Regulations, Airpark Minimum Operating Standards and the modification of the Airport's primary guiding documents to help foster the long-term economic health and enhance the safe operating environment at the Airport/Airpark.

Mr. Mascaro gave an overview of the regulatory rewrite process and its substance.

Vice Chairman Washington asked whether the Commission would be able to discuss this further if there were questions that they did not feel were answered satisfactorily. Mr. Mascaro said the Commission does not have to make a recommendation tonight.

Commissioner Bergdoll asked how staff had derived the recommended margin of 25 cents per gallon above cost. Mr. Mascaro said he consulted with Airport operators



who pump the most fuel and the least fuel. The goal of the charge is to cover operating costs. The revenue and profit to be made from operating should be through hangar rental rates. The two FBO operators support this concept. For staff the ease of auditing is the most important aspect.

Commissioner Casey thanked the Airport and City staff for their efforts with the regulatory rewrite.

Commissioner Schuckert said they are very close to finalizing the rewrite and hoped that everyone would continue in a spirit of cooperation.

Chairman Buzzard asked whether any significant issues had come up with regards to Section 2-2.1 regarding aircraft painting and maintenance. Mr. Mascaro confirmed that there had not. The rules were clarified and made more enforceable by taking them out of the general aviation handbook and including them with the other rules and regulations.

Chairman Buzzard inquired about the deletion of Section 209 regarding scheduled passenger service. Mr. Mascaro said it can be added back in if necessary should this come up again.

Chairman Buzzard asked whether there are any lingering issues regarding Section 208, Aircraft Maintenance. Mr. Mascaro said the proposed changes make it abundantly clear that all operators who conduct maintenance or repair services are allowed to operate in the Airpark.

Mr. Mascaro explained to Chairman Buzzard that the prohibition on mobile fuel trucks only applies to the Airpark. No one at the Airpark has ever actually used a mobile fuel truck.

Chairman Buzzard asked what would happen if the City or the FAA wanted to call for an audit. Mr. Mascaro said this is part of any contract a tenant would have with the City. Several audits have been performed over the years. Chairman Buzzard asked how much time the business would have to prepare for the audit. Mr. Frey of the City Attorney's Office said he could email that information to the Commission tomorrow.

Chairman Buzzard invited public comment.

Mr. Tommy Walker, Scottsdale Air Center, expressed support for the proposal to sell fuel for cost plus 25 cents per gallon.

Mr. Greg Ross, Ross Aviation, owner of Scottsdale Air Center, concurred. He noted that the company made their investment in reliance upon the terms and conditions of the ground lease, which ensured that they would not be competing with other companies that would be selling fuel for less because they had not made the same kind of investment. They do not like that Airpark operators are allowed to lease space to non owned aircraft and sell fuel to them. However if their ability to compete fairly is threatened, the company will take action as it deems necessary. He appreciated Mr. Mascaro's hard work and the efforts of everyone on the Commission.

Chairman Buzzard asked whether either Mr. Walker or Mr. Ross could cite a case where Scottsdale Air Center had won or lost business from an Airpark operator. Mr. Ross said they lost Pinnacle Jet after months of negotiations. Aero Jet was a tenant for several years and they have moved to the Airpark. He added that the Air Center was not able to compete at the same price level.

Commissioner Casey asked why they would want the Airpark operators to be regulated to keep their fuel prices down. Mr. Ross said that their company had to comply with the Airport's minimum standards, which required a huge capital investment. They are required to operate 24/7 and their operating costs are much higher than the operators in the Airpark.

Mr. Matthew Wright of Landmark Aviation supported the changes discussed by Mr. Mascaro. Allowing Airpark tenants to sell fuel as a commercial activity would likely put the Airport in violation of obligations to the FAA. This could endanger the Airport's ability to receive Federal funding in the future.

Mr. Jeff Schlueter of Southwest Jet Corporate Zone supported most of the proposed changes to the rules and regulations. However with respect to Section 5-11.8 of the Airpark rules and regulations, he opined that Airpark facilities should have the right to charge any price they want for goods and services. He assured the Commission that his company is opposed to anything that could negatively affect the Airport. He claimed that the FBOs are able to monopolize fuel sales while their own hangar and fuel sales are limited to the number of aircraft that can fit into their hangar. The FBOs sell 70 percent of the fuel at the Airpark. The remaining 30 percent of sales is split among the 27 operations at the Airpark. He did not feel that this situation could lead to economic discrimination against the FBOs, as the fuel prices charged in the Airpark have no bearing on their business.

Chairman Buzzard asked whether his company has won or lost business vis-à-vis the FBOs. Mr. Schlueter replied that they have both won and lost business.

Mr. Scott Gibney, an accountant with Southwest Jet Corporate Center, discussed the effects of the proposed change to the regulations. He said that regulating the cost of fuel would reduce the future value of the properties in the Airpark. He estimated that Southwest's property would be reduced in value by \$2 million.

Commissioner Goode asked about the existing regulations regarding fuel sales. Mr. Mascaro confirmed that there has been an informal agreement that allowed operators to charge more than the wholesale cost of fuel. The City's position is that operators are not permitted to sell fuel for profit.

Commissioner Goode told Mr. Gibney that he was confused; how could the property values go down as a result of the proposed change in regulations if sales for profit were not allowed? Mr. Gibney replied that 12 years ago when the company made its initial investment the rule was that they could not sell fuel to transients. The property value is based on the historic profitability of the corporate center. If the proposal is adopted it is his belief that the value could drop by \$2 million. For the past 12 years they have made an average of 55 cents per gallon.



Vice Chairman Washington commented that this discussion raises the matter of Proposition 207. Mr. Frey did not believe that it would apply in this situation.

Commissioner Casey asked how moving the proposed expense to a different profit center would affect the bottom line. Mr. Gibney said it would affect the taxes payable to the City. They would need to raise hangar rents. People who are looking for a place to garage their aircraft and who use little fuel would likely leave.

Commissioner Bergdoll asked Mr. Gibney whether the proposed 25 cent surcharge would cover Southwest's costs. Mr. Gibney said the last time he looked at this was in 2009 and it cost 43 cents to cover their costs at that time, factoring in all their expenses.

Mr. Jim Houtz of Southwest Jet asked how many of the Commissioners have read Article 22 in the grants section. He said this says nothing about fuel prices, arguing that an upload fee of 25 cents is not in the City's best interests. Each hangar operator should be allowed to establish their own selling price. The drop in property values in the Airpark would be an unintended consequence of passing this regulation. Having the City set an upload amount for fuel is price fixing. Free enterprise has been responsible for the growth of the Airport business community. He added that competition in the Airpark has always been fierce, which is good for customers. Mr. Houtz pointed out that a drop in property values would impact a business's ability to obtain bank loans. He said that the FAA rules do not address fuel sales, and this is a fictitious issue which is being used to intimidate Airpark operators. He argued that if there is any economic discrimination currently it is in fact against the Airpark operators.

Commissioner Goode asked Mr. Frey to explain why his interpretation of Rule 22 differs from Mr. Houtz's. Mr. Frey said he has read the grant assurances, Rule 22, and some director's determinations, which is like case law. The FAA's goal is not to protect through the fence operations. Their interest is in protecting the Airport. Through the fence operations are secondary.

Chairman Buzzard asked Mr. Houtz why the regulations were established in their current form. Mr. Houtz said he has been at the Airpark for the past 12 years. He recalled a clause in the fuel regulations that there would be no retail sales in the Airpark. They asked every Airport Director what this meant and were told that they could not sell fuel to transient aircraft or to other planes in the Airpark outside of their own hangar. No one has ever complained about their rates, which are set out in their contract with the City. Hitherto, they have never been told that they could only sell fuel at cost. He opined that if this rule is passed the Airpark could be converted to a vegetable garden, since an aviation business would not be able to get a fair return.

Chairman Buzzard asked him about his estimates. Mr. Houtz said there are 33 operators. Many have just one or two planes hangared. These people are probably not interested in economic return, they just need a place to garage their aircraft. The operators with three or four or more aircraft are investors looking for economic returns. Their experience with eight to ten aircraft was that 25 cents would not cover their costs.

Chairman Buzzard asked how much of an upload fee would cover their costs. Mr. Houtz said he would be glad to answer that question in a closed session with City Council. Southwest wants to be open but has to protect themselves from their competition.



Mr. Don Maxwell of Southwest Jet congratulated the Commission and Airport staff for undertaking the tremendous job of the regulatory rewrite. Recalling his time on the Commission, he said he has been with the Airport since it started. He challenged the notion that FAA regulations say that one cannot make a profit. He challenged them to obtain a written statement from the FAA to clarify this point. He argued that setting an upload fee of 25 cents is price fixing. He distributed a printout from the internet showing fuel prices of 13 airports within 50 miles of Scottsdale. There is a variation of almost \$2; the FBOs are charging more than anybody else.

Mr. Maxwell pointed out that Congress this week decided they would not set a cap on what banks charge for debit card transactions. He argued that allowing the Airpark fuel farms is not hurting anybody. The Airpark is the economic engine that drives Scottsdale.

Mr. John Meyer of SNAPOA (Scottsdale North Airport Property Owners Association) outlined the property owners represented by his organization. Referencing his recent experience as an expert witness for a plaintiff in a lawsuit brought against another local airport, he told the meeting he has recently reviewed the FAA regulations intensively. He found the Airport Compliance Manual to be silent on through the fence issues relating to airport fuelling.

Mr. Meyer said the operating costs of fuel farms vary. However it is close to 40 cents. He pointed out that their leases all include details regarding operating fees, so if the 25 cent upload fee is enacted, all of the leases will have to be renegotiated, which will be a huge burden. The SNAPOA Board recommends not approving this regulation. In place of that SNAPOA would suggest that the property owner can recover the cost of the fuel farm.

Commissioner Goode asked how he would propose that the operators calculate cost recovery. Mr. Meyer said it would be different for each one and he believes it would have to be an honor system. It could be 40 or 45 cents per gallon.

Vice Chairman Washington asked if he was suggesting that this be a fixed cost for each operator. Mr. Meyer said he likes the way the rewrite does away with unnecessary paperwork. He would hate to see extra work. The people in the Airpark and Airport are honorable people. He recalled beginning at the Airport in 1980 as the Vice President and General Manager of Corporate Jets, now Landmark, so he is sympathetic to the needs of the FBOs. They have one of the best airport/airparks in the country. He opined that they need to keep on in a way that makes sense for everyone. Restricting and capping will not work in today's economy.

Commissioner Casey asked whether older fuel farms are more expensive to operate. Mr. Meyer replied that this is true.

Chairman Buzzard asked him whether the smaller operators would be less affected than the bigger ones. Mr. Meyer said investors want to see a return on their fuel farm and minimize operating expenses.

Commissioner Yates asked whether the older fuel farms had been set up to service single users, such as the fleet that Discount Tire had. Now that business model has morphed. Mr. Meyer said the majority of the older fuel farms are still serving single



users. He said it is crucial that Scottsdale Airport get this right. Feelings on this topic are running high. If the FAA grandfathers in the existing fuel farms it would be good for the Airport.

In response to a question by Commissioner Goode, Mr. Meyer said that an upload charge of 25 cents will not cover the operators' costs. SNAPOA members are unanimous that the amount should not be fixed. Commissioner Goode asked whether his model has any profit built into it. Mr. Meyer stated that the fuel farm operators do not feel that any restrictions should be placed on the fuel farms. They accept not selling to transients. There are so many variables that it would be better to set guidelines to handle it, rather than fixing a dollar amount.

Chairman Buzzard closed public testimony.

Mr. Mascaro stated that this issue arose in the late 1990s. At that time zoning regulations determined what activities could take place in the Airpark. Fuelling for profit was not allowed. He reviewed the history of when Southwest Jet came to the Airport, describing the arrangements that were set up for the Airpark at that time as a compromise. Operators in the Airpark were to pay five percent of gross hangar services sales, whereas the FBOs at the Airport pay 2.5 percent because they also pay rent to the City and invest in development. Chapter 12 of the FAA Airport Compliance Manual discusses this. The City wants to support the Airpark but if it creates a competitive advantage to the Airpark, the Airport could be in trouble.

In response to speakers' assertions that the FAA says nothing about fuel sales, Mr. Mascaro clarified that the Manual states that "As a general principle, the regional divisions should not support sponsor requests to enter into any agreements that grant through the fence access to the airfield for aeronautical businesses that would compete with an on-airport aeronautical service provider such as an FBO." He summarized that the City's position is to protect the grant assurances to ensure Federal funding. Ultimately it will be up to the Commission and City Council to make the determination.

In 1999 all the operators in the Airport and Airpark agreed to the compromise. The staff's position was that fuel farms were adding a surcharge on to the cost of fuel to cover their operating expenses, not to make a profit. In 2003 and 2004 the former Aviation Director Scott Gray drafted a letter because an issue arose concerning tax on jet fuel sales. The FBOs are remitting this as part of their retail sales tax. Unfortunately nothing was ever resolved at the time. He stressed that the City is not telling any of the Airpark operators that they cannot make money. All the City is saying, is if they are selling fuel for a profit, this could trigger an FAA violation, as this could be a competitive advantage. It was suggested to the Airpark operators that they raise hangar rentals to avoid selling fuel for profit, which would require them to also charge the jet fuel tax.

Mr. Mascaro explained that his job is to enforce the rules, citing the situation at Glendale Airport, which they want to avoid. At the same time he recognizes that the Airpark operators need to recover their costs. In extensive conversations with fuel farm operators, they had told him that for the most part they could cover their costs with an upload charge of about 25 cents. Staff's goal was to try and make it easy and simple for the operators to recover some of their operating costs. The intent of the rules has always been that they would make a profit from hangar operations.



Noting he had discussions with Mr. Meyer of SNAPOA, Mr. Mascaro said one difficulty is how operators can recover from major unscheduled maintenance expenses, such as a pipeline blowing. He does not have a problem with the fuel farm operator assessing a repair fee to the users, but it cannot be recouped by raising the price of jet fuel. His concern is to be able to audit the operators.

Commissioner Bergdoll asked whether any other airports are in this situation. Mr. Mascaro said that at Deer Valley, they adapted Scottsdale's rules.

Commissioner Yates observed that it is disappointing to her that the FBOs are threatening to complain to the FAA. It is also disappointing that in the past the City has turned a blind eye and allowed this situation to go on.

Chairman Buzzard hoped a compromise can be found.

Commissioner Goode inquired whether anything had been mentioned informally to the FAA. Mr. Mascaro said it had not. The precedent was set in 1999. He believed the FAA would have concerns about competing with the FBOs.

Vice-Chairman Washington said ten years ago these issues had not been effectively dealt with. He feels it is a mistake to get into defining profit because there will be tax code ramifications. He respects the FBOs' position. He agreed with Mr. Meyer that he did not see the concerns in the compliance manual that Mr. Mascaro referenced. He pointed out that the Manual says "may" result in a competitive disadvantage. He agreed with Commissioner Casey that a huge amount of work has been done and it is a shame that they are now hung up on this point. He suggested that the Commission may need to forward the rest of the package to City Council and revisit this issue. The fact that only one company is now complaining does not lessen the problem.

Mr. Mascaro said there are three possibilities: keep the status quo, allow the Airpark operators to sell whatever fuel they want, or try to find a middle ground solution that would enable them to recover their costs. He said the City is nervous about selling fuel for a profit. The other two could be implemented. He said the compromise was not his first idea, which was to leave it alone. He suggested this would be a topic for the Commission to discuss.

Vice-Chairman Washington suggested that the City should not dictate how businesses do their accounting. He said he cannot understand how charging less than the FBOs creates an unfair advantage.

Mr. Frey agreed that the Compliance Manual does not mention fuelling specifically. However reading the grant assurances as a whole and some of the director's determinations, he came to the conclusion that the City's first obligation is to protect the Airport. Without the Airport, the Airpark has no value. He concluded that the intent was that fueling in the Airpark was supposed to be for aircraft based there. He felt uncomfortable that the City had allowed this to go too far. They must find a balance, difficult as it is. It would not be practical to set a price for each Airpark fuel farm.

Vice-Chairman Washington said he is concerned that Southwest Jet could file a complaint with the FAA. He is not ready to make a decision.



Mr. Mascaro clarified that the FAA will not accept complaints from through the fence operators. Vice-Chairman Washington said he was referring to Proposition 207.

Commissioner Goode asked whether it would be possible to find a similar situation elsewhere. Mr. Mascaro said while Scottsdale is one of the more complicated and larger airparks, he was unsure how many there are in total. However, citing the FAA position on the Scottsdale Park'n'Ride, he said the FAA would not base a decision for Scottsdale based on what may have been allowed in the past elsewhere. The FBOs could complain to the FAA.

Commissioner Goode asked what the tax per gallon is on jet fuel. Mr. Mascaro said he believes it is about 8 cents per gallon. However there is also State jet fuel tax and a Federal jet fuel tax.

Vice-Chairman Washington suggested the Commission should have firm information on the tax rates before making their decision. Sharing this information with the Airpark businesses may influence their decisions. The Commission should also be clear on any potential liability with regard to Proposition 207.

Commissioner Bergdoll inquired about the City's position on price fixing. Mr. Frey said he has not looked at price fixing. Off the top of his head he did not believe that this would constitute price fixing as they would simply be setting a cap. Commissioner Bergdoll said at this point he is not convinced either way. He believes the fuel farms should cover their costs but not make any profit on fuel sales. The challenge is to determine what the cost is. Any profit on fuel sales may enable the operators to artificially lower their hangar fees. He did not feel that property devaluation was an issue because the rules exist and the properties should be valued based on what the existing rules are. Artificially low hangar fees hurt the City since the operators pay five percent of the hangar rental fees to the City. He wants to protect Airport operations.

Commissioner Schuckert said he has been involved with this issue for a long time. His company has managed a hangar and fuel facility for 18 years. He has been involved in aviation real estate. He said the fuel fee situation goes back before 1999. He can support the proposal except for the 25-cent upload charge, which is not sufficient.

Commissioner Casey said that overall the rewrite makes the Airport more competitive. He does not believe that the FBOs and the Airpark operators should be pitted against one another. He does not believe the City should be setting a cap on fuel prices. He understands that the FBOs feel threatened by the Airpark operators. He believes there should be a level playing field. Overall, they are very close to finalizing the regulatory rewrite. No one wants to lose Federal grant money. He agreed with Vice-Chairman Washington that they should approve the rest of the package tonight and revisit this issue at the next meeting. He believes the competition everyone should be concerned about is other local airports such as Deer Valley and Gateway.

Chairman Buzzard said he does not want to see the FBOs pitted against the Airpark businesses. The FBOs' May 28 letter to the Mayor and City Council was not necessarily helpful. It is important to work together as a team. His concern is the Airport's best interests over the coming years. He agreed with Commissioner Schuckert that they are very close at this point. All the arguments notwithstanding, it is important for the



Commission to be mindful of the legal interpretations of staff. He could support the proposal with the stipulation that work must continue on section 5-11 for a mutually beneficial final resolution to occur within a reasonable time frame. He has enjoined Southwest Jet to look for a solution and asked everyone else to look for one also.

Vice-Chairman Washington made a motion to recommend to City Council to adopt Resolution 8721, Ordinance No. 3950, amending Chapter 5, Aviation, in the Scottsdale Revised Code, Airport Rules and Regulations, Airport Minimum Operating Standards, Airpark Rules and Regulations, Airpark Minimum Operating Standards and the Scottsdale Airport/Airpark Rates and Fees Schedule, with the exception of Section 5-11, which would be considered at the next regular meeting of the Airport Advisory Commission. Commissioner Casey seconded the motion.

Commissioner Yates asked Mr. Mascaro if there is a deadline for the regulatory rewrite. She would prefer to forward everything to City Council at one time. Splitting the package up just draws attention to the section.

Mr. Mascaro explained that as no fee is involved, Section 5-11 can be ratified by the Commission. However at the outset of the process they decided to take the whole package to City Council. If the Commission can resolve Section 5-11 within 30 days it can still go to City Council as a full package on August 23. His personal challenge is that right now, technically he is not enforcing the rules.

Vice-Chairman Washington expressed willingness to amend his motion.

Chairman Buzzard said his preference would be to forward the full package to City Council. He is in favor of continuing discussion on Section 5-11 in order to find a very refined solution that would meet the needs of the Airport and the Airpark entities. He would put a priority and a time frame on this task.

Commissioner Schuckert requested that Chairman Buzzard elaborate on sending this forward with 5-11 to be determined by the Commission. Mr. Mascaro said this is up to the Commission. They can take more time to work on Section 5-11 and forward the whole package to City Council for action if they wish. There is no hard and fast time frame to take it to Council. He reiterated that they need to either enforce the rules in Section 5-11 as they currently stand, or modify the rules. This is why he would like to come to a resolution on this as soon as possible.

Commissioner Goode asked whether the Commission could accept Section 5-11 as it appears in the draft and change it later, since it would not have to go before Council. Chairman Buzzard said he believed they could, and further discussion and refinement of Section 5-11 could be on their next agenda. They are close and he believed they would find a solution that would benefit everybody.

Vice-Chairman Washington said that if the Commission sends the whole package to City Council, Mr. Mascaro will have to enforce the rules as written, which would mean that the Airpark operators would have the burden of the accounting practices detailed, while there is a possibility that the rules may change.

Mr. Mascaro said the new rules will not be in place until September 2. He asked the Commission for direction to enable staff to draft language for discussion at the next meeting. He also inquired about approaching the FAA. Chairman Buzzard said the Commission wants a scenario where the Airpark operators can cover their operating costs. He said Mr. Mascaro could discuss this briefly with the FAA.

Commissioner Yates said it is inherently dishonest to approve the entire package, knowing that they will be making changes to Section 5-11. She suggested setting up a subcommittee of the Commission to deal with this topic. Chairman Buzzard said a subcommittee is a good idea. However he did not feel that it was disingenuous to forward the package to City Council with the understanding that the Commission will revisit Section 5-11. It is about getting on the right path and making further refinements and adjustments.

In response to a question from Commissioner Bergdoll, Mr. Mascaro said there would be no impact to the timeline if the Commission approved the entire package in July. Commissioner Bergdoll urged waiting and working on Section 5-11 in the meantime so that the entire package can be forwarded to City Council. Commissioner Casey agreed. After brief discussion Vice-Chairman Washington said he would be willing to modify the motion on the table. Chairman Buzzard said they will revisit Section 5-11 next month, looking for a better solution for the Airpark entities to recover cost. He stressed that the Commission is relatively close to agreeing on this.

Chairman Buzzard said that there was no need for a motion for action. Vice-Chairman Washington's motion was not voted upon.

Mr. Mascaro summarized that the Commission will be looking at four scenarios at the next meeting:

- The existing rules
- The proposed changes to the rules
- Defining the direct operating costs
- For-profit fuel sales

At the suggestion of Mr. Frey, Vice-Chairman Washington made a motion to continue the discussion at the next regular meeting of the Airport Advisory Commission. Commissioner Goode seconded the motion, which carried by a unanimous vote of seven (7) to zero (0).

## 2. Discussion and Input regarding the Airport Commission Liaison Program'

Chairman Buzzard suggested tabling items 2 through 7.

Vice-Chairman Washington thanked staff for their hard work in preparing tonight's meeting.

Vice-Chairman Washington moved that items 2 through 7 be tabled until the next regular meeting of the Airport Advisory Commission. Commissioner Yates seconded the motion which carried by a unanimous vote of seven (7) to zero (0).



3. Discussion and Input Regarding Operations Report for May 2011

Tabled.

4. Discussion and Input regarding Monthly Financial Reports for April 2011

Tabled.

5. Discussion and Input regarding Marketing, Community, and Pilot Outreach Programs

Tabled.

6. Discussion and Input Regarding Airport and Airpark Aeronautical Business Permit Additions, Cancellations or Revocations

Tabled.

7. Discussion and Input Regarding Status of Aviation Items to City Council.

Tabled.

8. Discussion and Possible Action to Modify the Airport Advisory Commission Meeting Start Time, Schedule, ad/or Commission Item Calendar

Noting that there will be much to cover at the next meeting, Commissioner Goode suggested starting earlier. After discussion, the Commissioners agreed to start the July meeting at 5:00 p.m.

Commissioner Goode moved that the meeting of Wednesday, July 13 begin at 5:00 p.m. Commissioner Yates seconded the motion, which carried by a unanimous vote of seven (7) to zero (0).

#### Commission Summary of Current Events

Commissioner Yates reminded everyone that several years ago the Airport Advisory Commission directed staff to create a strategic business plan, partly because at that time Mr. Mascaro was doing a great job running Deer Valley Airport and Scottsdale did not want to lose its competitive advantage. The regulatory rewrite was part of that strategic business plan. It has been difficult and staff have done a wonderful job. She congratulated Mr. Mascaro on his presentation.

Vice-Chairman Washington said he and the other Commissioners are available to meet with any of the stakeholders. He is pleased that the Eagle statue has been reinstalled. He thanked staff, especially Ken Yosher, who had arranged a tour for his daughter's school.

Commissioner Bergdoll thanked Mr. Mascaro and his staff for all their hard work on the regulatory rewrite. He felt the Eagle statue looks better than before in its new location.

Commissioner Goode suggested miniatures of the Eagle could be a great souvenir for the Airport to sell.

Commissioner Schuckert said they are so very close to finalizing the rewrite. It is very positive that there is only one issue where agreement has yet to be reached.

Commissioner Casey concurred that staff have done a great job on the rewrite.

Chairman Buzzard said Air Fair preparations are progressing. The date is November 5. He enjoyed attending the Eagle dedication ceremony.

#### **Future Agenda Items**

None noted other than the further discussion of the regulatory rewrite as agreed in the meeting.

#### **ADJOURNMENT**

With no further business to discuss, being duly moved and seconded, the meeting adjourned at 9:07 p.m.

Respectfully submitted,

AV Tronics, Inc. DBA AVTranz



## COMMISSION ACTION REPORT

Ratification of Airpark Aeronautical Business Permit for Lex Capital, US Corp.

**Consent Agenda Item No.:** 1

**Meeting Date:** 07/13/11

**Staff Contact:** Shannon Johnson,  
Management Analyst

**Phone:** (480) 312-8475

### ACTION

Ratification of Airpark Aeronautical Business Permit for Lex Capital, US Corp. to conduct hangar/shade leasing services in the Scottsdale Airpark.

### PURPOSE

Pursuant to Scottsdale Revised Code, Chapter 5, Article 3, commercial aeronautical activity conducted in the Airpark requires a valid Airpark Aeronautical Business Permit. In addition, the Airpark Minimum Operating Standards outlines the process for obtaining such a permit. Lex Capital, US Corp. has requested an Airpark Aeronautical Business Permit to conduct hangar/shade leasing services in the Scottsdale Airpark.

### APPLICANT(S)

William Schuckert  
Lex Capital, US Corp.  
15100 N. 78<sup>th</sup> Way  
Scottsdale, AZ 85260

### KEY CONSIDERATIONS

Lex Capital, US Corp. has provided the appropriate documentation as required in the Airpark Minimum Operating Standards.

Attachment(s): 1. Completed Airpark Aeronautical Business Permit  
2. Vicinity Map

Action taken:





# SCOTTSDALE AIRPORT AERONAUTICAL BUSINESS PERMIT

(Required to conduct commercial aeronautical activity on the airport)

**Business or activity to be conducted (Check all that apply):**

- |   |   |
|---|---|
| <input type="checkbox"/> Aircraft Charter Services                                    | <input type="checkbox"/> Aircraft Washing Service                 |
| <input type="checkbox"/> Aircraft Leasing or Rental Services                          | <input checked="" type="checkbox"/> Hangar/Shade Leasing Services |
| <input type="checkbox"/> Aircraft Maintenance and Repair Services                     | <input type="checkbox"/> Flight Training Services                 |
| <input type="checkbox"/> Aircraft Management  | <input type="checkbox"/> Fixed Base Operator                      |
| <input type="checkbox"/> Aircraft Sales Services                                      | <input type="checkbox"/> On-Airport Rental Car Concession         |
| <input type="checkbox"/> Aircraft Mobile Maintenance and Repair Services              |   |
| <input type="checkbox"/> Specialized Aircraft Repair Services (list service) _____    |   |
| <input type="checkbox"/> Specialized Commercial Flying Services (list services) _____ |   |
| <input type="checkbox"/> Other _____  |   |

*These activities are limited to the airport by ordinance. Please refer to the Airport Minimum Operating Standards for further information on each type of business.*

Applicant: Lex Capital US Corp., an Arizona Corporation

Authorized Representative: Edge Real Estate Services, LLC

Title: Property Manager

Business Address: 15100 N. 78th Way

City, State, Zip: Scottsdale, AZ 85260

Billing Address: 15100 N. 78th Way, Suite 207

City, State, Zip: Scottsdale, AZ 85260

Phone: (work): 480-922-0460 (fax): 480-483-8409 (emergency): 602-524-1797

Email Address: edgesdl@aol.com

*The Applicant hereby requests the above action(s) from the city for the privilege of conducting commercial aeronautical activities on the airport and/or in the airpark, and in consideration of this request being granted agrees to the following:*

- ✦ **FEE PAYMENT:** The Applicant agrees to pay all applicable monthly fees on time by the twentieth (20) day of each month, and all required fee including late fees, interest and penalties without deduction of any kind.
- ✦ **PERMIT LIMITATIONS:** This permit may not be assigned or transferred, and is limited to only the approved business activity listed above.
- ✦ **INFORMATION CHANGES:** The Applicant shall notify the Airport Administration Office in writing within fifteen (15) days of any change to the information provided on this form.
- ✦ **INDEMNIFICATION:** The Applicant shall indemnify the city pursuant to Chapter 5 of the Scottsdale Revised Code.
- ✦ **COMPLIANCE WITH THE LAW:** The Applicant shall comply with all applicable laws, ordinances, rules and regulations.

*The undersigned representative certifies he/she is authorized to sign for the business and acknowledges receipt of a copy of this permit.*

Michael Schuckert  
Authorized Representative's Signature

04-26-2011  
Date signed

Return Original To: 15000 North Airport Drive, Suite 200, Scottsdale, AZ 85260

\*\*\*\*\* Airport Administration Use Only \*\*\*\*\*

*Indicate documents provided to applicant*

- |  |  |
|--|--|
| <input type="checkbox"/> City Code - Chapter Five            | <input type="checkbox"/> Airpark Minimum Operating Standards |
| <input type="checkbox"/> Airpark Rule and Regulations        | <input type="checkbox"/> Airport Wingspan Restriction Map    |
| <input type="checkbox"/> Airport Rules and Regulations       | <input type="checkbox"/> Receipt for Payment of Fees         |
| <input type="checkbox"/> Airport Minimum Operating Standards |  |

*Attach copies of applicable documents*

- |  |  |
|--|--|
| <input type="checkbox"/> Lease/License agreement       | <input type="checkbox"/> FAA Certificates                          |
| <input type="checkbox"/> Sublease agreement            | <input checked="" type="checkbox"/> Certificates of Insurance      |
| <input type="checkbox"/> Airport Driver/Vehicle Permit | <input checked="" type="checkbox"/> Business/Privilege Tax License |

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AIRPORT DIRECTOR'S COMMENTS

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Approved by



Airport Director (or designee)

7/1/11

Date signed

AIRPORT ADVISORY COMMISSION'S COMMENTS

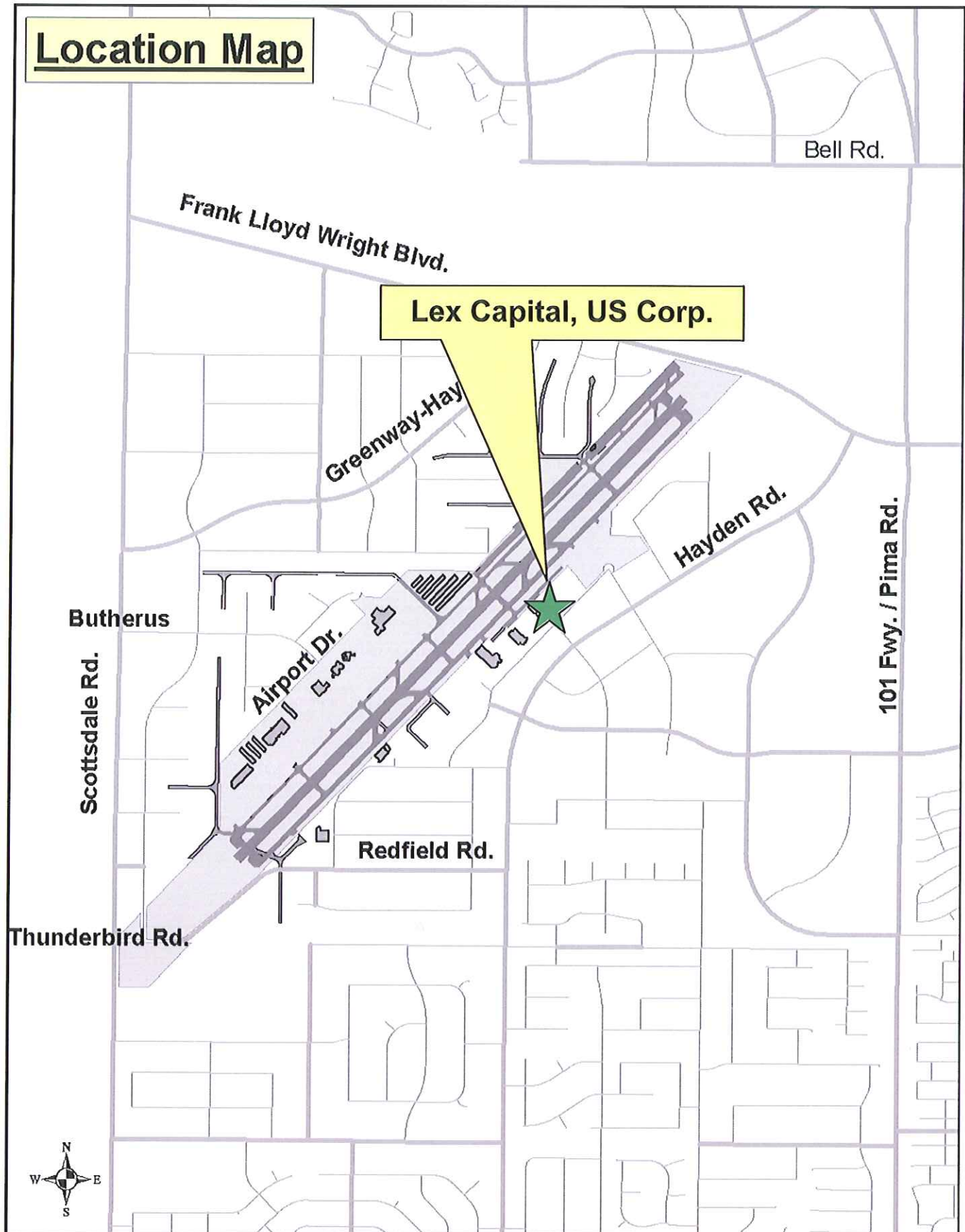
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## Location Map





## COMMISSION ACTION REPORT

Ratification of Airpark Aeronautical Business Permit for Borden Properties, LLC

**Consent Agenda Item No.:** 2

**Meeting Date:** 07/13/11

**Staff Contact:** Shannon Johnson,  
Management Analyst

**Phone:** (480) 312-8475

### ACTION

Ratification of Airpark Aeronautical Business Permit for Borden Properties, LLC to conduct hangar/shade leasing services in the Scottsdale Airpark.

### PURPOSE

Pursuant to Scottsdale Revised Code, Chapter 5, Article 3, commercial aeronautical activity conducted in the Airpark requires a valid Airpark Aeronautical Business Permit. In addition, the Airpark Minimum Operating Standards outlines the process for obtaining such a permit. Borden Properties, LLC has requested an Airpark Aeronautical Business Permit to conduct hangar/shade leasing services in the Scottsdale Airpark.

### APPLICANT(S)

Michael Borden  
Borden Properties, LLC  
16033 N. 82<sup>nd</sup> Street, Suite 200  
Scottsdale, AZ 85260

### KEY CONSIDERATIONS

Borden Properties, LLC has provided the appropriate documentation as required in the Airpark Minimum Operating Standards.

Attachment(s): 1. Completed Airpark Aeronautical Business Permit  
2. Vicinity Map

Action taken:





# SCOTTSDALE AIRPARK AERONAUTICAL BUSINESS PERMIT

(Required to conduct commercial aeronautical activity in the airport)

## Business or activity to be conducted (Check all that apply):

- |   |   |
|---|---|
| <input type="checkbox"/> Aircraft Sales Services                  | <input type="checkbox"/> Helicopter Leasing or Rental Services    |
| <input type="checkbox"/> Aircraft Charter Services                | <input type="checkbox"/> Helicopter Flight Training Services      |
| <input type="checkbox"/> Aircraft Management Services             | <input type="checkbox"/> Helicopter Maintenance & Repair Services |
| <input checked="" type="checkbox"/> Hangar/Shade Leasing Services | <input type="checkbox"/> Other:                                   |

These activities are limited by City ordinance and the Airport Minimum Operating Standards. Please refer to each document for further information and standards for each type of business.

Applicant: Borden Properties, LLC

Authorized Representative: Michael R Borden Title: Owner

Business Address: 16033 N. 82nd St. Suite 200

City, State, Zip: Scottsdale AZ 85260

Billing Address: 22023 N. 20th Avenue

City, State, Zip: Phoenix AZ 85027

Phone: (work): 623-889-7646 (fax): 623-889-7647 (emergency): 623-780-2221

Email Address: borden1973@gmail.com

The Applicant hereby requests the above action(s) from the city for the privilege of conducting commercial aeronautical activities in the airport, and in consideration of this request being granted agrees to the following:

- **FEE PAYMENT:** The Applicant agrees to pay all applicable monthly fees on time by the twentieth (20) day of each month, and all required fees including late fees, interest and penalties without deduction of any kind.
- **PERMIT LIMITATIONS:** This permit may not be assigned or transferred, and is limited to only the approved business activity listed above subject to the attached stipulations.
- **INFORMATION CHANGES:** The Applicant shall notify the Airport Administration Office in writing within fifteen (15) days of any change to the information provided on this form.
- **INDEMNIFICATION:** The Applicant shall indemnify the city pursuant to Chapter 5 of the Scottsdale Revised Code.
- **COMPLIANCE WITH THE LAW:** The Applicant shall comply with all applicable laws, ordinances, rules and regulations.

The undersigned representative certifies he/she is authorized to sign for the business and acknowledges receipt of a copy of this permit.

Michael R Borden  
Authorized Representative's Signature

6/17/2011  
Date signed

\*\*\*\*\* Airport Administration Use Only \*\*\*\*\*

*Indicate documents provided to applicant*

- |  |  |
|--|--|
| <input type="checkbox"/> City Code - Chapter Five            | <input type="checkbox"/> Airpark Minimum Operating Standards |
| <input type="checkbox"/> Airpark Rule and Regulations        | <input type="checkbox"/> Airport Wingspan Restriction Map    |
| <input type="checkbox"/> Airport Rules and Regulations       | <input type="checkbox"/> Receipt for Payment of Fees         |
| <input type="checkbox"/> Airport Minimum Operating Standards |  |

*Attach copies of applicable documents*

- |  |  |
|--|--|
| <input type="checkbox"/> Lease agreement               | <input type="checkbox"/> FAA Certificates                          |
| <input type="checkbox"/> Sublease agreement            | <input checked="" type="checkbox"/> Certificates of Insurance      |
| <input type="checkbox"/> Airport Driver/Vehicle Permit | <input checked="" type="checkbox"/> Business/Privilege Tax License |

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AIRPORT DIRECTOR'S COMMENTS

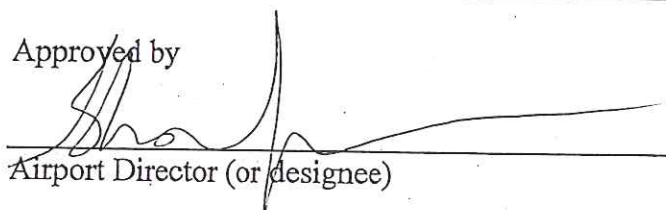
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Approved by



Airport Director (or designee)

7/1/11  
Date signed

AIRPORT ADVISORY COMMISSION'S COMMENTS

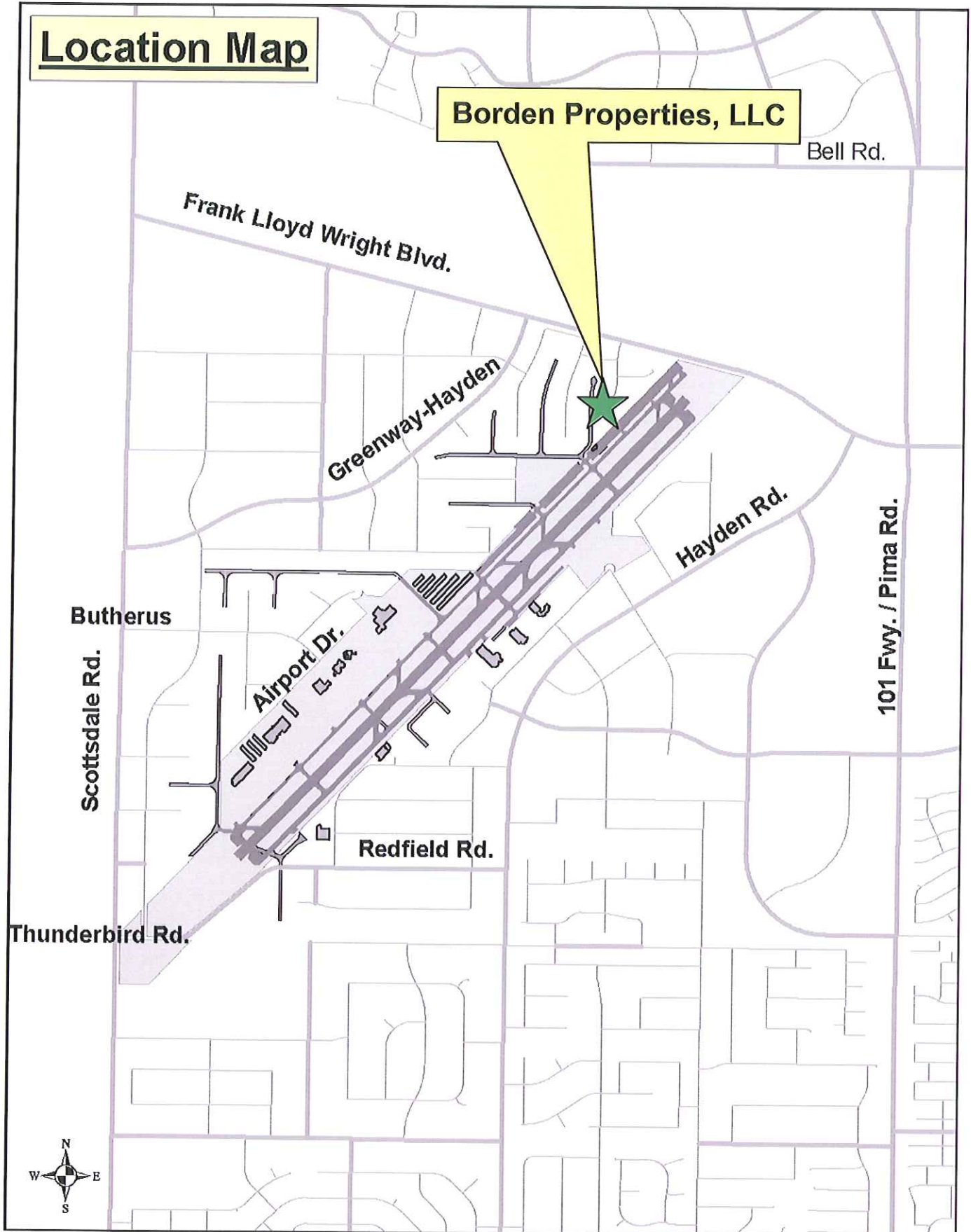
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## Location Map





## COMMISSION ACTION REPORT

Ratification of Airport Aeronautical Business Permit for Tempus Jets, Inc.

**Consent Agenda Item No.:** 3

**Meeting Date:** 07/13/11

**Staff Contact:** Shannon Johnson,  
Management Analyst

**Phone:** (480) 312-8475

### ACTION

Ratification of Airport Aeronautical Business Permit for Tempus Jets, Inc. to conduct charter brokerage services at the Scottsdale Airport.

### PURPOSE

Pursuant to Scottsdale Revised Code, Chapter 5, Article 3, commercial aeronautical activity conducted at the Airport requires a valid Airport Aeronautical Business Permit. In addition, the Airport Minimum Operating Standards outlines the process for obtaining such a permit. Tempus Jets, Inc. has requested an Airport Aeronautical Business Permit to conduct charter brokerage services at the Scottsdale Airport.

### APPLICANT(S)

Joshua Allen  
Tempus Jets, Inc.  
15290 N. 78<sup>th</sup> Way, #B100  
Scottsdale, AZ 85260

### KEY CONSIDERATIONS

Tempus Jets, Inc. has provided the appropriate documentation as required in the Airport Minimum Operating Standards.

Attachment(s): 1. Completed Airport Aeronautical Business Permit  
2. Vicinity Map

Action taken:





## SCOTTSDALE AIRPORT AERONAUTICAL BUSINESS PERMIT

(Required to conduct commercial aeronautical activity on the airport)

Business or activity to be conducted (Check all that apply):

- |   |   |
|---|---|
| <input type="checkbox"/> Aircraft Charter Services                                    | <input type="checkbox"/> Aircraft Washing Service         |
| <input type="checkbox"/> Aircraft Leasing or Rental Services                          | <input type="checkbox"/> Hangar/Shade Leasing Services    |
| <input type="checkbox"/> Aircraft Maintenance and Repair Services                     | <input type="checkbox"/> Flight Training Services         |
| <input type="checkbox"/> Aircraft Management  | <input type="checkbox"/> Fixed Base Operator              |
| <input type="checkbox"/> Aircraft Sales Services                                      | <input type="checkbox"/> On-Airport Rental Car Concession |
| <input type="checkbox"/> Aircraft Mobile Maintenance and Repair Services              |   |
| <input type="checkbox"/> Specialized Aircraft Repair Services (list service) _____    |   |
| <input type="checkbox"/> Specialized Commercial Flying Services (list services) _____ |   |
| <input checked="" type="checkbox"/> Other <u>Aircraft Charter Brokerage</u>           |   |

*These activities are limited to the airport by ordinance. Please refer to the Airport Minimum Operating Standards for further information on each type of business.*

Applicant: Tempus Jets

Authorized Representative: Joshua P. Allen Title: VP

Business Address: 15290 N 78th Way #B100

City, State, Zip: Scottsdale, AZ 85260

Billing Address: 15290 N 78th Way #B100

City, State, Zip: Scottsdale, AZ 85260

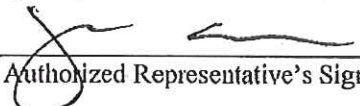
Phone: (work): 480-304-5013 (fax): 602-325-4084 (emergency): \_\_\_\_\_

Email Address: josh@tempusjets.com

*The Applicant hereby requests the above action(s) from the city for the privilege of conducting commercial aeronautical activities on the airport and/or in the airpark, and in consideration of this request being granted agrees to the following:*

- ✦ **FEE PAYMENT:** The Applicant agrees to pay all applicable monthly fees on time by the twentieth (20) day of each month, and all required fee including late fees, interest and penalties without deduction of any kind.
- ✦ **PERMIT LIMITATIONS:** This permit may not be assigned or transferred, and is limited to only the approved business activity listed above.
- ✦ **INFORMATION CHANGES:** The Applicant shall notify the Airport Administration Office in writing within fifteen (15) days of any change to the information provided on this form.
- ✦ **INDEMNIFICATION:** The Applicant shall indemnify the city pursuant to Chapter 5 of the Scottsdale Revised Code.
- ✦ **COMPLIANCE WITH THE LAW:** The Applicant shall comply with all applicable laws, ordinances, rules and regulations.

*The undersigned representative certifies he/she is authorized to sign for the business and acknowledges receipt of a copy of this permit.*

  
Authorized Representative's Signature

4-25-2011  
Date signed

Return Original To: 15000 North Airport Drive, Suite 200, Scottsdale, AZ 85260

\*\*\*\*\* Airport Administration Use Only \*\*\*\*\*

*Indicate documents provided to applicant*

- |  |  |
|--|--|
| <input type="checkbox"/> City Code - Chapter Five            | <input type="checkbox"/> Airpark Minimum Operating Standards |
| <input type="checkbox"/> Airpark Rule and Regulations        | <input type="checkbox"/> Airport Wingspan Restriction Map    |
| <input type="checkbox"/> Airport Rules and Regulations       | <input type="checkbox"/> Receipt for Payment of Fees         |
| <input type="checkbox"/> Airport Minimum Operating Standards |  |

*Attach copies of applicable documents*

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Lease/License agreement | <input type="checkbox"/> FAA Certificates                          |
| <input type="checkbox"/> Sublease agreement                 | <input checked="" type="checkbox"/> Certificates of Insurance      |
| <input type="checkbox"/> Airport Driver/Vehicle Permit      | <input checked="" type="checkbox"/> Business/Privilege Tax License |

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AIRPORT DIRECTOR'S COMMENTS

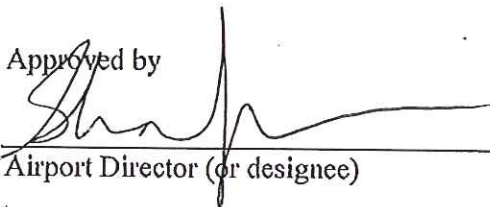
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Approved by



Airport Director (or designee)

7/1/11

Date signed

AIRPORT ADVISORY COMMISSION'S COMMENTS

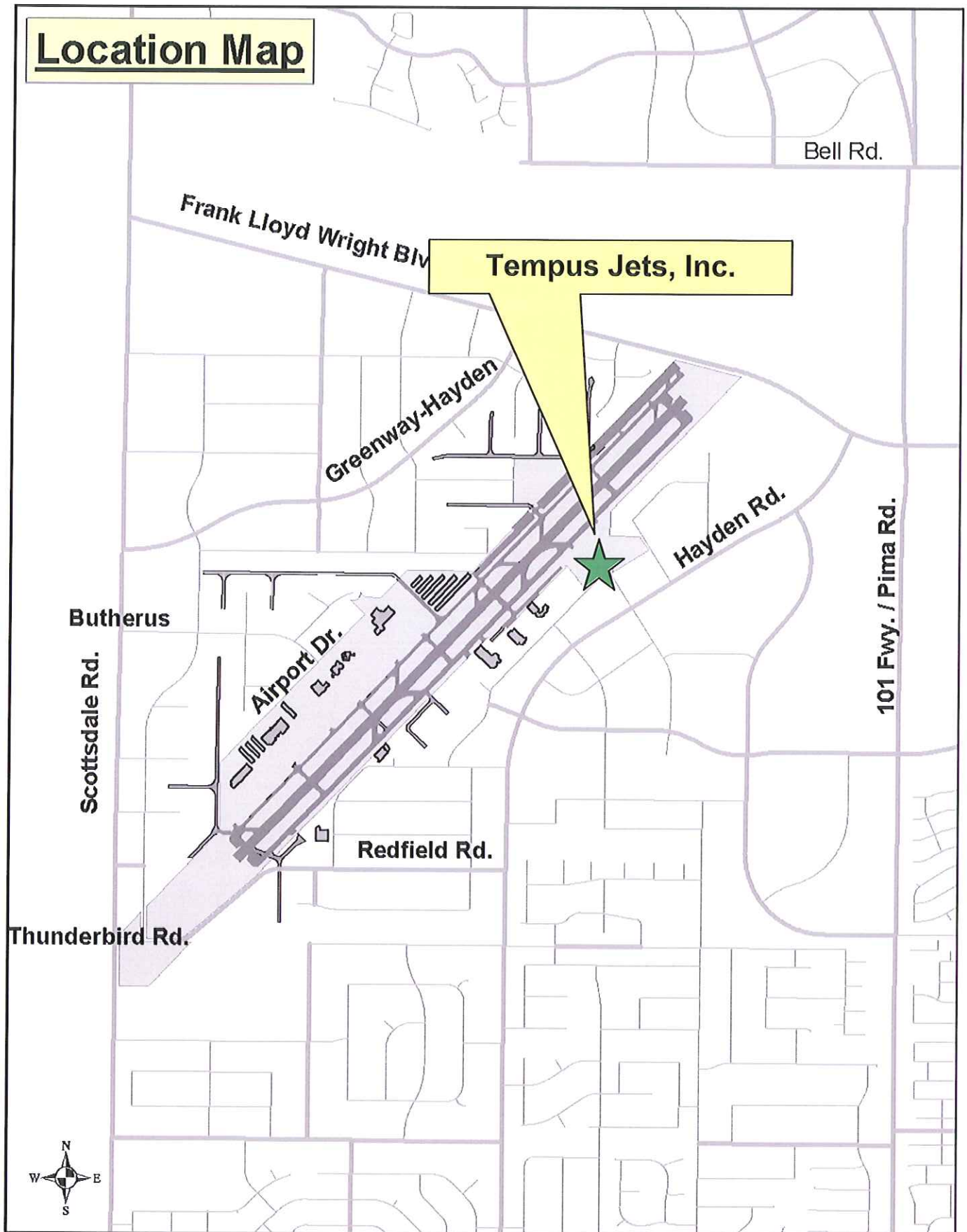
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## Location Map





## COMMISSION ACTION REPORT

Discussion and Possible Action to Adopt Resolution No. 8721 and Ordinance No. 3950 Amending the Airports Primary Guiding Documents

**Agenda Item No.:** 4

**Meeting Date:** 07/13/11

**Staff Contact:** Gary P. Mascaro,  
Aviation Director

**Phone:** (480) 312-7735

### ACTION

Discussion and Possible Action to Adopt Resolution No. 8721 and Ordinance No. 3950 amending Chapter 5, Aviation, of the Scottsdale Revised Code, Airport Rules and Regulation, Airport Minimum Operating Standards, Airpark Rules and Regulations, Airpark Minimum Operating Standards and the Scottsdale Airport/Airpark Rates and Fees Schedule that addresses an overall review and modification of the airport's primary guiding documents to help foster the long term economic health and enhance the safe operating environment at the airport/airpark.

Included within this action is to select a recommendation for Airpark Fueling. Attached are three (3) options to select from.

Option 1 – Leave the rules as is. This would result in the strict enforcement of the Airpark Rules and Regulations which would not allow Airpark Fuel Farm Operators to charge any fee above the wholesale cost of fuel to the aircraft operator.

Option 2 – Same proposal from that was recommended by Aviation Staff that would allow Airpark Fuel Farm Operators to charge *up to* \$0.25 per gallon above the wholesale cost of fuel to the aircraft operator.

Option 3 – Modify the Airpark Minimum Operating Standards to allow Airpark Fuel Farm Operators to charge a "fuel farm rental fee" for the leased storage of the aircraft operator's fuel. This fee would be subject to taxes and must be remitted to the Airport and the City of Scottsdale as a rental.

Aviation Staff supports the recommendation of Option 2. Option 2 is supported by the Fixed Base Operators (FBOs) and the majority of the Airpark Fuel Farm Operators. Data is included in the attachment.

### PURPOSE

As part of the adopted Strategic Business Plan, direction was provided to evaluate and update all primary guiding documents for the Scottsdale Airport. The goal of the re-write process is to work with the aviation stakeholders and evaluate the documents to help foster the long term economic health and enhance the safe operating environment at the airport/airpark.

### KEY CONSIDERATIONS

- The Regulatory Re-write process was initiated in January 2011.
- The Aviation Department held to public workshops, one on March 1, 2011 and May 23, 2011.
- Significant outreach efforts occurred as outlined in the Attachment.
- Input and comments were received by several aviation stakeholders.
- It is the position of the Aviation Department that the revisions and clarifications will help strive towards the long term economic health and enhance the safe operating environment at the airport/airpark.
- Two (2) follow-up meeting were held with Airpark stakeholders and FBOs to discuss Airpark Fueling.



- Attachment(s):
1. Summary of Conceptual Changes to the Primary Guiding Documents.
  2. Resolution No. 8721
  3. Ordinance No. 3950
  4. Option 1
  5. Option 2
  6. Option 3
  7. Airpark Fuel Farm Matrix

NOTE: In accordance with Scottsdale Revised Code, Chapter 5-202, copies of the attachment above will available for review during normal business hours (8:00 a.m. – 5:00 p.m., Monday-Friday, except holidays) at the Scottsdale Airport Administration Offices located at 15000 North Airport Drive, Suite 200, Scottsdale, AZ 85260.

Action taken:



## Airport Regulatory Re-Write

### Summary of Conceptual Changes to the Primary Guiding Documents

**Purpose:** This document will provide you an explanation of major conceptual changes to our primary guiding documents. In addition to these conceptual changes, there are several grammatical, logistical, and formatting changes throughout the primary guiding documents that are not discussed in this summary.

#### Chapter 5 Aviation

##### Sec. 5-113. Indemnification.

**Conceptual Change:** Updated the language to conform to more new, modern language and formatting from the City's Risk Management and City Attorney's Office.

##### Sec. 5-122. Access codes/gate access devices/access cards.

**Conceptual Change:** Updated the language to clearly define access to the airport and the use of the different access control devices. This section now mimics similar sections in the Airport/Airpark Rules and Regulations.

##### Sec. 5-204. Emergency rules and regulations.

**Conceptual Change:** Provides for the authority of the Aviation Director to invoke emergency rules and regulations and removed the city transportation general manager, or city emergency services director, primarily since those positions are non-existent within the City.

##### Sec. 5-312. Insurance.

**Conceptual Change:** This section was added per the recommendation from the City's Risk Management Department to clearly articulate in Chapter 5 the requirements for insurance if in receipt of an Aeronautical Business Permit.

##### Sec. 5-407. Service of notices.

**Conceptual Change:** This section will allow the ability to provide notice via email.

##### Sec. 5-501. Denial Grounds.

**Conceptual Change:** Updated the language to clearly define the ability for the Aviation Director to deny access to the airport for up to five (5) years.



### **Sec. 5-506. and 5-706. Settlement Agreements.**

***Conceptual Change:*** Provide the capability for the Aviation Director to enter into a settlement agreement with the affected person, instead of denying access or revoking a permit.

### **Sec. 5-601. Remedies.**

***Conceptual Change:*** Updated the language to clarify the capability for the City Attorney's office and the City Manager or designee the ability to pursue any remedies within civil or criminal sanctions.

## **Airport Rules & Regulations**

### **Definitions.**

#### **Based**

***Conceptual Change:*** Provided clarification regarding when an aircraft is considered based at the airport including the when the aircraft is at the airport for a seasonal duration.

#### **Direct Employee**

***Conceptual Change:*** Updated the language to clearly define a direct employee.

#### **Preventative Aircraft Maintenance**

***Conceptual Change:*** Actually reference the appropriate Federal Aviation Regulations.

### **Sec. 2-6. Aircraft parking.**

***Conceptual Change:*** 1. Clarified the requirement for on-airport lessees to have their sub tenants complete an Aircraft Storage Agreement prior to basing an aircraft on airport; 2. Created the formal capability to establish a waiting list and to secure a deposit.

### **Sec. 2-7. Aircraft hangars.**

***Conceptual Change:*** Transitioned all items that were outlined in the GA Hangar Handbook directly into the Airport Rules and Regulations.

#### **Sec. 2-13. Aircraft parking.**

**Conceptual Change:** Removed the limitation that prohibited fixed base operator fuel trucks from using the southern portion of the perimeter road. The perimeter road has been modified to allow for trucks to use it.

#### **Sec. 2-18. Restricted areas.**

**Conceptual Change:** Clarified the language to require an escort in the airside area if they do not have a permit.

#### **Sec. 2-21. Aircraft maintenance and painting.**

**Conceptual Change:** Revised the language to clearly outline who, what, and where maintenance and painting can be done on airport.

#### **Sec. 2-31. Explosive and radioactive substances.**

**Conceptual Change:** Revised the language to conform to the new federal and state requirements.

#### **Sec. 3-2. Aircraft wingspan restrictions.**

**Conceptual Change:** Referenced the Scottsdale Airport Pilot Guide of the location of where the wingspan restrictions are outlined.

#### **Sec. 4-1. General requirements.**

**Conceptual Change:** Clearly outline what are the requirements for operating a vehicle and accessing airside. In addition, it clearly states that the permitted individual or a business operator with an approved Vehicle Control Plan is responsible for any person they let on airside.

#### **Sec. 4-2. Licensing, registration, and insurance.**

**Conceptual Change:** Updated the language to require any individual that would like to obtain a permit for access to review and pass the new Airport driving video and test. In addition, it outlines new permitting structure for access either as a tenant or an affiliate of the tenant.

#### **Sec. 4-4. Speed limits.**

**Conceptual Change:** Clarified the language to post the speed limit of twenty-five (25) mph on the perimeter road.

**Sec. 4-15. Pedestrians in the airside area.**

***Conceptual Change:*** Updated the language to clearly define the restrictions of pedestrians in the airside and movement areas.

**Sec. 5-8. Environmental spills and removal.**

***Conceptual Change:*** Updated the language to confirm to standard national fire code and the need to contact the city Fire Department immediately when necessary.

**Sec. 5-12. Underground tanks.**

***Conceptual Change:*** Updated the language to state our existing practice of fueling capabilities as the Air Commerce Center.

**Article 6 Fees – Sec. 6-1 through 6-4.**

***Conceptual Change:*** Incorporated similar language from the Airpark Rules and Regulations to outline fees for consistency.

**Airport Minimum Operating Standards**

**Sec. 1-1. Definitions.**

***Conceptual Change:*** Added the definition to clearly define what an Aircraft Management Services Agreement is based off of NBAA and FAA standards.

**Sec. 2-1. Applications.**

***Conceptual Change:*** Referenced the new Aeronautical Business Permit Checklist to help potential business operators provide the appropriate information in a timely manner to expedite processing.

**Sec. 2-3. Appeal process.**

***Conceptual Change:*** Updated the appeal process to conform similar to Chapter 5 Aviation.

**Sec. 4-1. General insurance requirements.**

***Conceptual Change:*** For easy clarification, the City created a table outlining the specific minimum insurance requirements depending on the type of activity the business operator may be conducting.



#### **Sec. 5-9. Indemnification.**

**Conceptual Change:** Updated the language to conform to more new, modern language and formatting from the City's Risk Management and City Attorney's Office.

#### **Sec. 6-4. (f) Emergency Response – disabled aircraft removal.**

**Conceptual Change:** Create new language to outline what we are currently doing during an emergency response and the support role of the FBO.

#### **Sec. 6-7. Monthly aeronautical business permit fee.**

**Conceptual Change:** Updated the language to conform to our existing practice of the FBOs collecting the transient fee and remitting to the City 90%.

#### **Sec. 7-1. Hangar/Shade Leasing Services.**

**Conceptual Change:** Updated the language to include a flat annual fee of \$300 for providing this service to rotor-wing aircraft similar to what we charge in the Airpark.

#### **Sec. 7-7. Aircraft Charter Services.**

**Conceptual Change:** Updated the language to clearly define that if the aircraft that is operating under a charter is also being "managed" by the same operator that they would only have to pay one (1) fixed fee for that specific aircraft.

#### **Sec. 7-9. Aircraft Management Services.**

**Conceptual Change:** 1. Updated the definition of this service and referenced an Aircraft Management Services Agreement. 2. Removed the requirement for 100 square feet of office space, it is truly is no longer necessary and realistic. 3. Clarified the language to not charge the aircraft this fee if they are already paying for the aircraft under Aircraft Charter Services.

### **Airpark Minimum Operating Standards**

#### **Sec. 1-1. Definitions.**

**Conceptual Change:** Added the definition to clearly define what an Aircraft Management Services Agreement is based off of NBAA and FAA standards.

#### **Sec. 2-1. Applications.**

**Conceptual Change:** Referenced the new Aeronautical Business Permit Checklist to help potential business operators provide the appropriate information in a timely manner to expedite processing.

#### **Sec. 2-3. Appeal process.**

**Conceptual Change:** Updated the appeal process to conform similar to Chapter 5 Aviation.

#### **Sec. 4-1. General insurance requirements.**

**Conceptual Change:** For easy clarification, the City created a table outlining the specific minimum insurance requirements depending on the type of activity the business operator may be conducting.

#### **Sec. 5-6. Indemnification.**

**Conceptual Change:** Updated the language to conform to more new, modern language and formatting from the City's Risk Management and City Attorney's Office.

#### **Sec. 6-3. Aircraft Charter Services.**

**Conceptual Change:** 1. Removed the requirement for 100 square feet of office space, it is truly is no longer necessary and realistic. 2. Updated the language to clearly define that if the aircraft that is operating under a charter is also being "managed" by the same operator that they would only have to pay one (1) fixed fee for that specific aircraft.

#### **Sec. 6-4. Aircraft Management Services.**

**Conceptual Change:** 1. Updated the language to reference an Aircraft Management Services Agreement and what specific items are defined within that agreement. 2. Updated the language to clearly define that if the aircraft that is operating under a charter is also being "managed" by the same operator that they would only have to pay one (1) fixed fee for that specific aircraft. 3. Authorized the capability to conduct maintenance on their "managed" aircraft as outlined by the management services agreement. The term of the agreement must be at least 12 months in order to conduct maintenance. The operator must remit the same fees as the maintenance and repair services operator on airport of 2.5 % gross.

#### **Article 7. Other Commercial Helicopter Services.**

**Conceptual Change:** Updated the language to clarify the need of a Conditional Use Permit to conduct these operations in the Airpark as required by the zoning code.

## **Airpark Rules & Regulations**

### **Definitions.**

#### **Based**

**Conceptual Change:** Provided clarification regarding when an aircraft is considered based at the airport including the when the aircraft is at the airport for a seasonal duration.

#### **Direct Employee**

**Conceptual Change:** Updated the language to clearly define a direct employee.

### **Sec. 201. Compliance with law.**

**Conceptual Change:** Updated the language to list all authorized aeronautical activities allowed to operate in the Airpark.

### **Sec. 208. Aircraft maintenance.**

**Conceptual Change:** 1. Revised the language to allow Aircraft Management Services Operators to conduct aircraft maintenance in the Airpark. The operator can conduct this activity at the location of the based aircraft or on an aircraft that is not located at the specific location where they plan to conduct the maintenance as long as that aircraft is under an Aircraft Management Services Agreement with a term of at least twelve months and the aircraft is based at Scottsdale Airport.

### **Sec. 211. Explosive and radioactive substances.**

**Conceptual Change:** Revised the language to conform to the new federal and state requirements.

### **Sec. 222. Gate access devices.**

**Conceptual Change:** Revised the language to strengthen the language regarding unauthorized use of access to the airport.

### **Sec. 309. Visiting aircraft.**

**Conceptual Change:** Revised the language to extend the timeframe of visiting aircraft from three (3) days to seven (7) days and to clarify the use of the Aircraft Visiting Airpark Notice.



#### **Sec. 310. Based aircraft storage requirements.**

**Conceptual Change:** 1. Revised the language in its entirety to streamline the ability to base aircraft in the Airpark, by removing the requirement of “office space” for each slot. The Airpark operator would have the ability to base as many aircraft in their facility as long as all the aircraft can simultaneously fit in the hangar. 2. Provided the capability for replacement aircraft for an aircraft owner if their aircraft is out for maintenance for a short period of time.

#### **Sec. 503. Removal of gas, oil, grease, aircraft washing effluent, etc.**

**Conceptual Change:** Updated the language to confirm to standard national fire code and the need to contact the city Fire Department immediately when necessary.

#### **Sec. 506. Fuel facility permit.**

**Conceptual Change:** Updated the language to remove the words “retail sales” from this section. This does not allow fuel facility permittees the capability to sell fuel in the Airpark for a profit.

#### **Sec. 511. Aircraft fuel storage facility requirements.**

**Conceptual Change:** Updated the language to clearly outline the ability for a fuel facility permittee to add up to an additional \$0.25 per gallon to the wholesale cost of fuel to help recover the direct operating expenses. This includes the ability to CPI increase every three (3) years. This does not allow the permittee to sell fuel for a profit as it is clearly defined for “noncommercial, private use.”

#### **Sec. 512. On site fuel truck.**

**Conceptual Change:** Removed this section in its entirety as no operator implemented this provision.

### **Airport/Airpark Rates and Fee Schedule**

#### **Gate Access Device and Access card Fee.**

**Conceptual Change:** Updated the language to charge a fee for these devices and no longer a deposit. This is significant administrative expense to track and coordinate deposits.

### **Transient Parking Fees.**

***Conceptual Change:*** Updated the language increase the fees for certain aircraft types to more of an industry standard and help recover maintenance costs for the airport controlled aircraft parking aprons.



RESOLUTION NO. 8721

A RESOLUTION OF THE COUNCIL OF THE CITY OF SCOTTSDALE, MARICOPA COUNTY, ARIZONA, DECLARING AS PUBLIC RECORDS THOSE CERTAIN DOCUMENTS FILED WITH THE CITY CLERK OF THE CITY OF SCOTTSDALE AND ENTITLED: (1) "CHAPTER 5, AVIATION" OF THE SCOTTSDALE REVISED CODE, (2) "AIRPORT RULES AND REGULATIONS", (3) "AIRPARK RULES AND REGULATIONS", (4) "AIRPORT MINIMUM OPERATING STANDARDS", (5) "AIRPARK MINIMUM OPERATING STANDARDS", AND (6) "SCOTTSDALE AIRPORT/AIRPARK RATES AND FEES SCHEDULE"; AND APPROVING: (1) "AIRPORT RULES AND REGULATIONS", (2) "AIRPARK RULES AND REGULATIONS", (3) "AIRPORT MINIMUM OPERATING STANDARDS", (4) "AIRPARK MINIMUM OPERATING STANDARDS", AND (5) "SCOTTSDALE AIRPORT/AIRPARK RATES AND FEES SCHEDULE".

The Aviation Director and the Airport Advisory Commission desire to amend certain provisions of Chapter 5, Aviation, of the Scottsdale Revised Code and related Airport/Airpark Rules and Regulations and Minimum Operating Standards to help foster the long-term economic health of the airport/airpark and enhance the safe operating environment in the airport/airpark; and

As a part of this effort, it is necessary to amend certain Airport/Airpark Rates and Fees; and

State law permits cities to declare documents public records for incorporation into city ordinances; and

The City wishes to incorporate by reference amendments to the Scottsdale Revised Code, Chapter 5, Aviation, the Airport/Airpark Rules and Regulations and Airport/Airpark Minimum Operating Standards, and the Airport/Airpark Rates and Fees by first declaring the amendments to be a public record.

BE IT RESOLVED by the Council of the City of Scottsdale as follows:

Section 1. Those certain documents entitled as follows, attached as Exhibits A through F, three (3) copies of which are on file in the Office of the City Clerk, are by this Resolution declared to be public records:

Exhibit A: Chapter 5, Aviation

Exhibit B: Airport Rules and Regulations

Exhibit C: Airpark Rules and Regulations

Exhibit D: Airport Minimum Operating Standards

Exhibit E: Airpark Minimum Operating Standards

Exhibit F: Scottsdale Airport/Airpark Rates and Fees Schedule

Copies of these documents are ordered to remain on file with the City Clerk for public use and inspection.

Section 2. The City Council does hereby approve the Airport Rules and Regulations, Airpark Rules and Regulations, Airport Minimum Operating Standards and Airpark Minimum Operating Standards, as recommended by the Airport Advisory Commission, attached to this Resolution as Exhibits B, C, D and E. These documents will become effective on the 2nd day of September, 2011.

Section 3. The City Council does hereby approve the Scottsdale Airport/Airpark Rates and Fees Schedule, attached to this Resolution as Exhibit F. These Rates and Fees will become effective on the 22nd day of September, 2011.

PASSED AND ADOPTED by the Council of the City of Scottsdale this 23rd day of August, 2011.

ATTEST:

CITY OF SCOTTSDALE  
An Arizona municipal corporation

By: \_\_\_\_\_  
Carolyn Jagger, City Clerk

By: \_\_\_\_\_  
W. J. "Jim" Lane, Mayor

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Bruce Washburn, City Attorney

By: Clifford J. Frey  
Senior Assistant City Attorney

ORDINANCE NO. 3950

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF  
SCOTTSDALE, MARICOPA COUNTY, ARIZONA, AMENDING  
CHAPTER 5, AVIATION, OF THE SCOTTSDALE REVISED CODE.

The Aviation Director and the Airport Advisory Commission desire to amend certain provisions of Chapter 5, Aviation, of the Scottsdale Revised Code to help foster the long-term economic health of the airport/airpark and enhance the safe operating environment in the airport/airpark; and

The City Council desires to adopt the necessary Amendments to Chapter 5, Aviation.

BE IT ORDAINED by the Council of the City of Scottsdale as follows:

Section 1. Chapter 5, Aviation, of the Scottsdale Revised Code, is amended as specified in that certain document entitled "Chapter 5, Aviation" of the Scottsdale Revised Code, declared to be a public record by Resolution No. 8721 of the City of Scottsdale, as Exhibit A to Resolution 8721, and hereby referred to, adopted in its entirety and made a part of this Ordinance as if fully set forth herein.

Section 2. If any section, subsection, sentence, clause, phrase or portion of this Ordinance or any part of the Code adopted herein is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, the decision will not affect the validity of the remaining portions of this Ordinance.

PASSED AND ADOPTED by the Council of the City of Scottsdale this 23rd day of August, 2011.

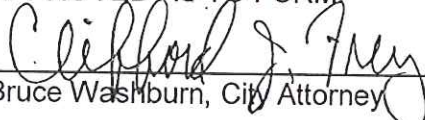
ATTEST:

CITY OF SCOTTSDALE  
An Arizona municipal corporation

By: \_\_\_\_\_  
Carolyn Jagger, City Clerk

By: \_\_\_\_\_  
W. J. "Jim" Lane, Mayor

APPROVED AS TO FORM:

  
Bruce Washburn, City Attorney

By: Clifford J. Frey  
Senior Assistant City Attorney



## Option 1

### *Section 506. Fuel storage permit.*

The operator of an airpark fuel storage area shall meet, and at all times maintain compliance with, the following conditions before the city will issue a fuel storage permit and consider it in good standing:

- (a) The fuel storage area shall be equipped with a fuel flowage meter of a type approved by the city;
- (b) If the hangar facility at which the fuel storage area is located is approved to conduct hangar/shade leasing and fuel is dispensed into based aircraft, the fuel flowage meter shall be calibrated and copies of the test results provided to the airport director upon request; and
- (c) The identification number ("N" number) of the aircraft based in the airpark shall be reported monthly to the airport in a form and manner acceptable to the airport director.
- (d) Aircraft fuel dispensed from the fuel storage area shall only be supplied to aircraft issued an airpark access permit to be based on the same property as the fuel storage area. No retail aircraft fuel sales shall take place in the airpark.

### *Section 511. Aircraft fuel storage facility requirements*

Aircraft fuel storage facilities shall be permitted only if the facility is constructed and maintained in accordance with these regulations and the following:

- (a) The aircraft fuel storage and dispensing area is for noncommercial, private use only by the owner or occupant.
- (b) Aircraft fuel storage areas shall only be constructed after written approval of the airport director and after issuance of all applicable city permits.
- (c) Fuel storage and dispensing area shall not be approved and operated except in conjunction with aircraft storage that meets the requirements of these regulations.
- (d) There shall be a maximum of two (2) aircraft fuel storage and dispensing areas on each building site, if the requirement for separate aviation fuel types dictates.
- (e) Total aircraft fuel storage shall not exceed thirty thousand (30,000) gallons.

## Option 2

### *Section 506. Fuel facility permit.*

The operator of an airpark fuel storage area shall meet, and at all times maintain compliance with, the following conditions before the City will issue a Fuel Facility Permit and consider it in good standing:

- (a) The fuel storage area shall be equipped with a fuel flowage meter of a type approved by the City;
- (b) If the hangar facility at which the fuel storage area is located is approved to conduct hangar/shade leasing and fuel is dispensed into based aircraft, the fuel flowage meter shall be calibrated and copies of the test results provided to the Aviation Director upon request; and
- (c) The identification number ("N" number) of the aircraft based in the airpark shall be reported monthly to the Airport by the operator of the airpark fuel storage area in a form and manner acceptable to the Aviation Director.
- (d) Aircraft fuel dispensed from the fuel storage area shall only be supplied to aircraft issued an Airpark Access Permit to be based on the same property as the fuel storage area. ~~No retail aircraft fuel sales shall take place in the airpark.~~

### *Section 511. Aircraft fuel storage facility requirements*

Aircraft fuel storage facilities shall be permitted only if the facility is constructed and maintained in accordance with these regulations and the following:

- (a) The aircraft fuel storage area is for noncommercial, private use only by the owner or airpark aviation operator. Aircraft fuel storage facilities refueling aircraft in accordance with the provisions of Section 502(2) may sell permitted fuels at their wholesale-delivered cost including all applicable taxes, plus not more than \$0.25 per gallon. This \$0.25 per gallon amount may be adjusted by the CPI as announced by the Aviation Director, on July 1 every year after July 1, 2011. The CPI percentage adjustment in the \$0.25 may not exceed the percent in the United States "Consumer Price Index" for All Urban Consumers West Urban (C.P.I. U.) U.S. City Average for the Percent Change from the Year Ago as published by the U.S. Department of Labor Bureau of Labor Statistics. Index Base Period 1982-84=100.

### Option 3

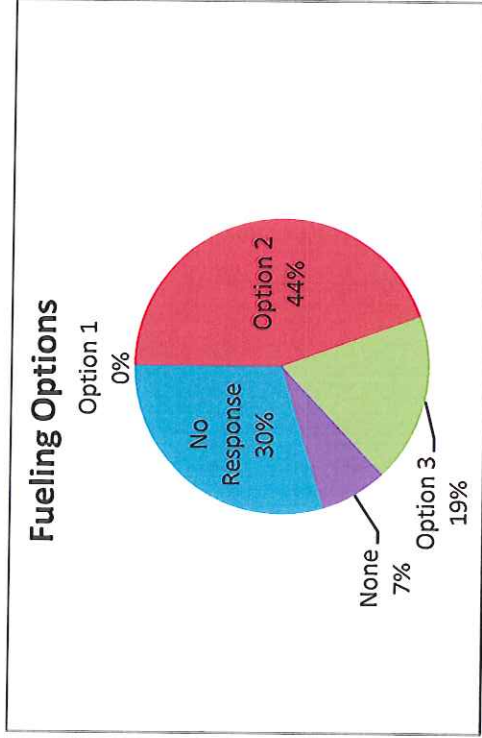
Amendment to Section 6-1(c) of the Airpark Minimum Operating Standards:

(c) As required by Section 502 of the Airpark Regulations, an airpark aviation operator who desires to self-fuel his aircraft at his hangar/shade based location may purchase his fuel from the hangar/shade operator who has an airpark fuel storage area. The fuel storage operator shall invoice the airpark aviation operator for the cost of the fuel, and may include in that cost a fuel farm rental fee for leased storage space in its fuel storage tanks based on a per gallon rental fee for the number of gallons of fuel the airpark aviation operator stores in the hangar/shade operator's fuel storage tanks. This fuel farm rental fee is subject to the taxes specified in subsections (d) and (e) of this section 6-1 and the City's transaction privilege rental tax. In accordance with section 602 of the Airpark Rules and Regulations, the hangar/shade operator shall report fuel flowage and remit fuel flowage fees for all based aircraft.

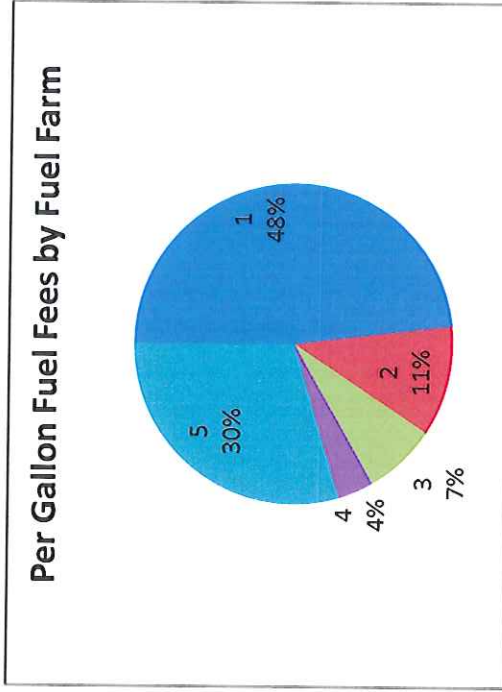


# Airpark Fuel Farm Matrix

Option 1	Option 2	Option 3	None	No Response
0	12	5	2	8



Active Airpark Fuel Farms	27
# Fuel Farms That Charge Fuel Fee *	10
% Fuel Farms Charging Fuel Fee	37.04%
Airpark Based Aircraft	96
Aircraft Charged Per Gallon Fuel Fee on Record *	19
Aircraft Charged Fuel Fee in Separate Agreement*	26
Total Aircraft Charged Fuel Fees	45
% Total Aircraft Charged a Fee	46.88%
Aircraft Charged Fuel Fee Over \$.25/gallon **	1
% Charged over \$.25/gallon **	1.04%



Fee Amount	Count
\$0	13
\$0.15	3
\$0.20	2
\$0.30	1
Unknown	8

\* Some files contained only the first page of the lease, some no lease and others referenced separate agreements regarding fuel.  
 \*\* Figures given are based upon information found in those files containing lease agreements with a specific fuel flowage number.



## COMMISSION INFORMATION REPORT

Discussion and Input Regarding the Airport Commission Liaison Program

**Agenda Item No.:** 5

**Meeting Date:** 07/13/11

**Staff Contact:** Gunnar Buzzard,  
Chairman

**Phone:** (480) 312-2321

### INFORMATION

Discussion and Input regarding the Airport Commission Liaison (ACL) Program.

### PURPOSE

The ACL program was established by the Airport Advisory Commission on April 14, 2010. The purpose of the program would create a number of key strategic focus areas important to the Airport now and in the next five (5) to ten (10) years. The ACL will assign Commissioners to specific strategic focus areas. The following are the focus areas and respective Commissioners currently assigned:

Air Fair	Chairman Buzzard
Safety	Commissioner Casey
Security	Commissioner Goode
Scottsdale Airport Regulations and Standards	Chairman Buzzard and Commissioner Schuckert
Planning, Development, and Redevelopment	Commissioner Bergdoll and Yates
Community Communications and Public Relations	Vice Chairman Washington



## COMMISSION INFORMATION REPORT

Discussion and Input Regarding Operations Report for May 2011

**Agenda Item No.:** 6a

**Meeting Date:** 07/13/11

**Staff Contact:** Chris Read,  
Airport Operations Manager

**Phone:** (480) 312-2674

### INFORMATION

Airport Monthly Operations Update for May 2011.

### PURPOSE

The purpose of this item is to keep the Airport Advisory Commission informed of the operational status of the Airport.

#### BASED AIRCRAFT

	<u>Helicopter</u>	<u>Single Engine</u>	<u>Twin Engine</u>	<u>Jet</u>	<u>Total</u>
Current Month	26	232	43	123	424
May 2010	23	232	49	120	424
% Δ	13.0	0	-12.24	2.5	0

#### OPERATIONS

	<u>May 2010</u>	<u>May 2011</u>	<u>% Δ</u>	<u>2010 YTD</u>	<u>2011 YTD</u>	<u>% Δ</u>
Total	12,737	11,735	-7.8	62,489	65,617	5.0
IFR	2,782	3,094	11.2	16,530	17,473	5.7

#### ALERTS

<u>Date</u>	<u>Type</u>	<u>Description</u>
5/04/11	2	Piper PA31, unsafe gear indication
5/13/11	2	Cessna Conquest, unsafe gear indication
5/17/11	1	Beech Duchess, left engine failed to restart after practicing engine out procedures
5/26/11	1	Piaggio, landing gear failed to retract after take off

#### INCIDENTS

<u>Date</u>	<u>Time</u>	<u>Description</u>
5/08/11	06:22	Aircraft deviated from runway during takeoff roll, destroyed Precision Approach Path Indicators (PAPIs)
5/22/11	15:50	Oil spill on Kilo ramp



**Commission Information Report**  
Airport Monthly Operations Update for May 2011

**Agenda Item No.: 6a**

	ENFORCEMENT ACTIONS		
<u>Date</u>	<u>Violation</u>	<u>Enforcement Method Used</u>	<u>Comments</u>
	NONE		

Attachment(s): 1. Scottsdale Airport Operations 2009 -2011  
2. LY Monthly Operations Comparisons



## COMMISSION INFORMATION REPORT

Discussion and Input Regarding Operations Report for June 2011

**Agenda Item No.:** 6b

**Meeting Date:** 07/13/11

**Staff Contact:** Chris Read,  
Airport Operations Manager

**Phone:** (480) 312-2674

### INFORMATION

Airport Monthly Operations Update for June 2011.

### PURPOSE

The purpose of this item is to keep the Airport Advisory Commission informed of the operational status of the Airport.

#### BASED AIRCRAFT

	<u>Helicopter</u>	<u>Single Engine</u>	<u>Twin Engine</u>	<u>Jet</u>	<u>Total</u>
Current Month	27	232	45	121	425
June 2010	23	232	49	120	424
% Δ	17.4	0	-8.2	.83	.24

#### OPERATIONS

	<u>June 2010</u>	<u>June 2011</u>	<u>% Δ</u>	<u>2010 YTD</u>	<u>2011 YTD</u>	<u>% Δ</u>
Total	10,644	10,186	-4.3	73,133	75,803	3.7
IFR	1,929	2,181	13.1	18,459	19,654	6.5

#### ALERTS

<u>Date</u>	<u>Type</u>	<u>Description</u>
6/06/11	1	Cessna 182, alternator failure
6/10/11	2	Diamond Twinstar, faulty gear indication

#### INCIDENTS

<u>Date</u>	<u>Time</u>	<u>Description</u>
6/07/11	17:05	Piper PA28, Blown tire after landing

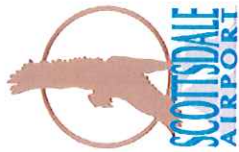
**Commission Information Report**  
Airport Monthly Operations Update for June 2011

**Agenda Item No.: 6b**

	ENFORCEMENT ACTIONS		
<u>Date</u>	<u>Violation</u>	<u>Enforcement Method Used</u>	<u>Comments</u>
	NONE		

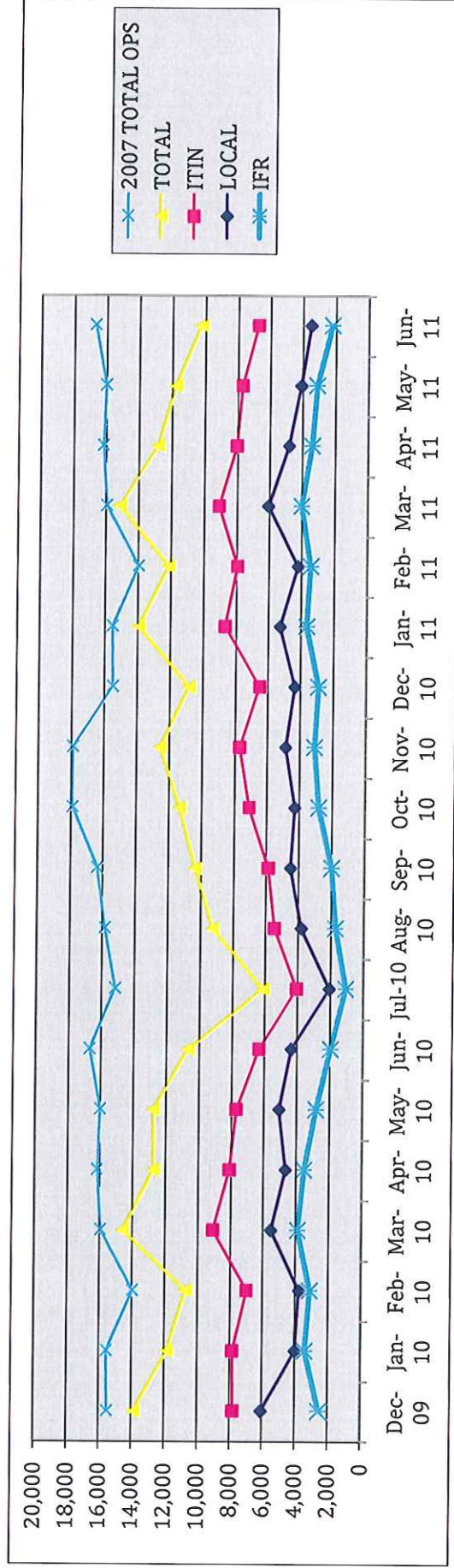
Attachment(s): 1. Scottsdale Airport Operations 2009 –2011  
2. LY Monthly Operations Comparisons





## SCOTTSDALE AIRPORT OPERATIONS 2009-2011

	Dec-09	Jan-10	Feb-10	Mar-10	Apr-10	May-10	Jun-10	Jul-10	Aug-10	Sep-10	Oct-10	Nov-10	Dec-10	Jan-11	Feb-11	Mar-11	Apr-11	May-11	Jun-11
ITIN	7,773	7,815	6,955	9,038	8,056	7,670	6,299	4,044	5,438	5,843	7,051	7,671	6,468	8,630	7,902	9,051	7,987	7,668	6,699
LOCAL	6,041	3,994	3,747	5,505	4,642	5,067	4,345	2,052	3,791	4,482	4,256	4,862	4,328	5,268	4,196	6,047	4,801	4,067	3,487
IFR	2,512	3,350	3,078	3,841	3,479	2,782	1,929	1,021	1,694	1,964	2,782	3,066	2,875	3,614	3,398	3,991	3,376	3,094	2,181
TOTAL	13,814	11,809	10,702	14,543	12,698	12,737	10,644	6,096	9,229	10,325	11,307	12,533	10,796	13,898	12,098	15,098	12,788	11,735	10,186



\*\* July 2010 Operational Numbers Abnormally Low Due to 11 Day Runway Closure\*\*

## Monthly Operations Comparisons

	Jan-09	Jan-10	% Change
Itin	9,437	7,815	-17.2%
Local	5,105	3,994	-21.8%
IFR	3,390	3,350	-1.2%
Total	14,542	11,809	-18.8%

	Feb-09	Feb-10	% Change
Itin	8,296	6,955	-16.2%
Local	4,789	3,747	-21.8%
IFR	2,867	3,078	7.4%
Total	13,085	10,702	-18.2%

	Mar-09	Mar-10	% Change
Itin	9,582	9,038	-5.7%
Local	5,314	5,505	3.6%
IFR	3,471	3,841	10.7%
Total	14,896	14,543	-2.4%

	Apr-09	Apr-10	% Change
Itin	8,977	8,056	-10.3%
Local	4,624	4,642	0.4%
IFR	3,037	3,479	14.6%
Total	13,601	12,698	-6.6%

	May-09	May-10	% Change
Itin	8,492	7,670	-9.7%
Local	5,290	5,067	-4.2%
IFR	2,602	2,782	6.9%
Total	13,701	12,737	-7.0%

	Jun-09	Jun-10	% Change
Itin	7,741	6,299	-18.6%
Local	5,169	4,345	-15.9%
IFR	1,921	1,929	0.4%
Total	12,910	10,644	-17.6%

	Jul-09	Jul-10	% Change
Itin	7,132	4,044	-43.3%
Local	4,723	2,052	-56.6%
IFR	1,623	1,021	-37.1%
Total	11,855	6,096	-48.6%

	Aug-09	Aug-10	% Change
Itin	7,187	5,438	-24.3%
Local	5,637	3,791	-32.7%
IFR	1,673	1,694	1.3%
Total	12,824	9,229	-28.0%

	Jan-10	Jan-11	% Change
Itin	7,815	8,630	10.4%
Local	3,994	5,268	31.9%
IFR	3,350	3,614	7.9%
Total	11,809	13,898	17.7%

	Feb-10	Feb-11	% Change
Itin	6,955	7,902	13.6%
Local	3,747	4,196	12.0%
IFR	3,078	3,398	10.4%
Total	10,702	12,098	13.0%

	Mar-10	Mar-11	% Change
Itin	9,038	9,051	0.1%
Local	5,505	6,047	9.8%
IFR	3,841	3,991	3.9%
Total	14,543	15,098	3.8%

	Apr-10	Apr-11	% Change
Itin	8,056	7,987	-0.9%
Local	4,642	4,801	3.4%
IFR	3,479	3,376	-3.0%
Total	12,698	12,788	0.7%

	May-10	May-11	% Change
Itin	7,670	7,668	0.0%
Local	5,067	4,067	-19.7%
IFR	2,782	3,094	11.2%
Total	12,737	11,735	-7.9%

	Jun-10	Jun-11	% Change
Itin	6,299	6,699	6.4%
Local	4,345	3,487	-19.7%
IFR	1,929	2,181	13.1%
Total	10,644	10,186	-4.3%

### PRE-RECESSION COMPARISON

	Jun-08	Jun-11	% Change
Itin	9,337	6,699	-28.3%
Local	6,352	3,487	-45.1%
IFR	2,715	2,181	-19.7%
Total	15,689	10,186	-35.1%

	Sep-09	Sep-10	% Change
Itin	7,492	5,843	-22.0%
Local	7,242	4,482	-38.1%
IFR	1,901	1,964	3.3%
Total	14,734	10,325	-29.9%

	Oct-09	Oct-10	% Change
Itin	8,072	7,051	-12.6%
Local	6,492	4,256	-34.4%
IFR	2,678	2,782	3.9%
Total	14,564	11,307	-22.4%

	Nov-09	Nov-10	% Change
Itin	9,315	7,671	-17.6%
Local	6,657	4,862	-27.0%
IFR	2,977	3,066	3.0%
Total	15,972	12,533	-21.5%

	Dec-09	Dec-10	% Change
Itin	7,773	6,468	-16.8%
Local	6,041	4,328	-28.4%
IFR	2,512	2,875	14.5%
Total	13,814	10,796	-21.8%

TOTALS	2009	2010	% Change
Itin	99,496	82,348	-17.2%
Local	67,002	51,071	-23.8%
IFR	30,652	31,861	3.9%
Total	166,498	133,419	-19.9%





## **COMMISSION INFORMATION REPORT**

Discussion and Input Regarding Quarterly Noise Complaint Summary

**Agenda Item No.: 7**

**Meeting Date:** 07/13/2011

**Staff Contact:** Kate O'Malley,  
Planning & Outreach Coordinator

**Phone:** (480) 312-8482

### **INFORMATION**

Aviation staff will update the Airport Advisory Commission regarding aircraft noise complaints received during the second quarter of 2011.

### **PURPOSE**

Community members that wish to report their concerns pertaining to aircraft noise and overflight activity associated with Scottsdale Airport air traffic may do so anytime by calling the aircraft noise report line or by submitting their complaint(s) via the Scottsdale Airport website. Each quarter a summary report is generated to depict the number of noise complaints that were received, along with the number of people who submitted complaints and a map depicting the location of where the complaints were generated.

### **KEY CONSIDERATIONS**

- The quarterly noise complaint summary is used to identify and evaluate trends. It is not used to change flight procedures or restrict aircraft operating activity.
- It is normal to see increases and decreases in aircraft noise complaints associated with changes in weather and seasonal conditions.
- Aviation staff will respond to noise complaints within the Airport Noise Influence Area only when there is a specific request for a callback, or if the complainant is new.

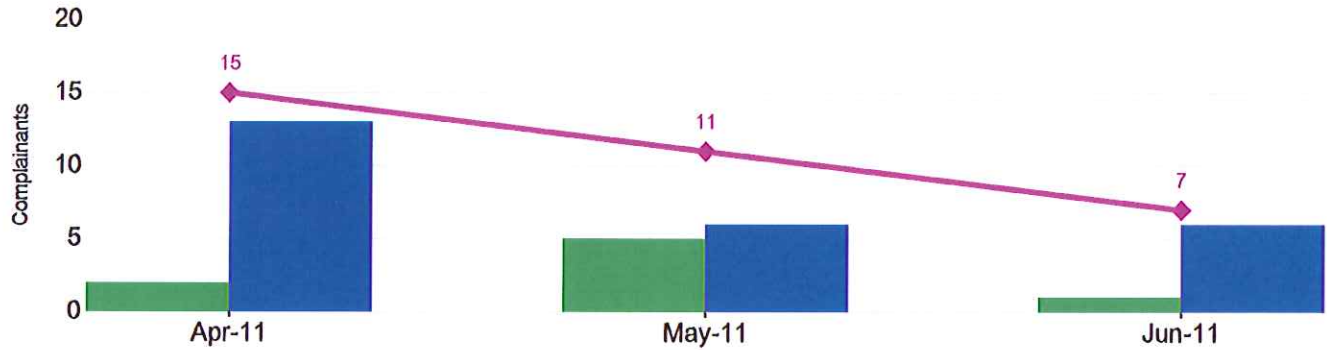
Attachment(s): 1. Noise Complaint Summary for April 1, 2011 – June 30, 2011



## Noise Complaint Summary

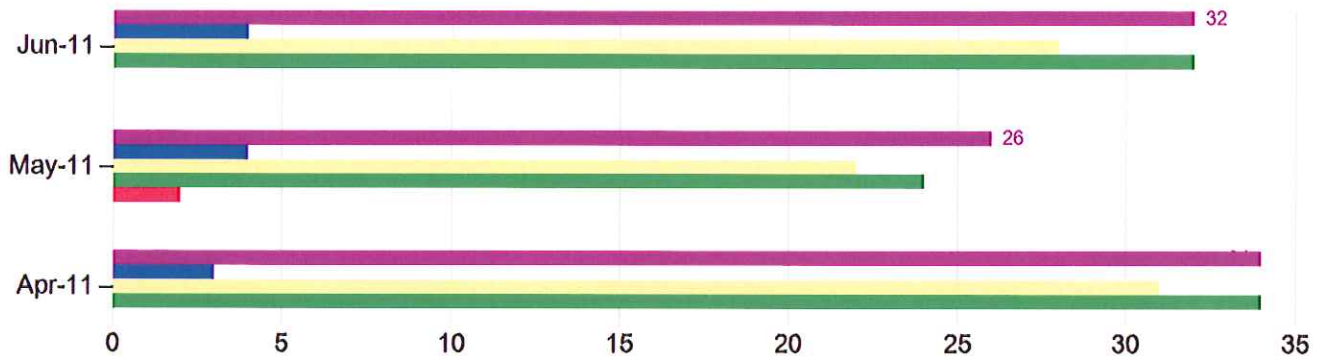
for April 1, 2011 through June 30, 2011

### Complainant Summary



Month-Year	Complainants (New)	Complainants (Not New)	Total
Apr-11	2	13	15
May-11	5	6	11
Jun-11	1	6	7

### Total Complaints Comparison



Month-Year	Night	Day	Local	Regional	Complaints
Apr-11	3	31	34	0	34
May-11	4	22	24	2	26
Jun-11	4	28	32	0	32

The Airport Influence Area is mapped on page two of this report. Complaints received from location inside the Airport Influence Area are defined as "local", and complaints from locations outside the Airport Influence Area are defined as "regional".

Night = 10 p.m. to 6 a.m.  
Day = 6 a.m. to 10 p.m.

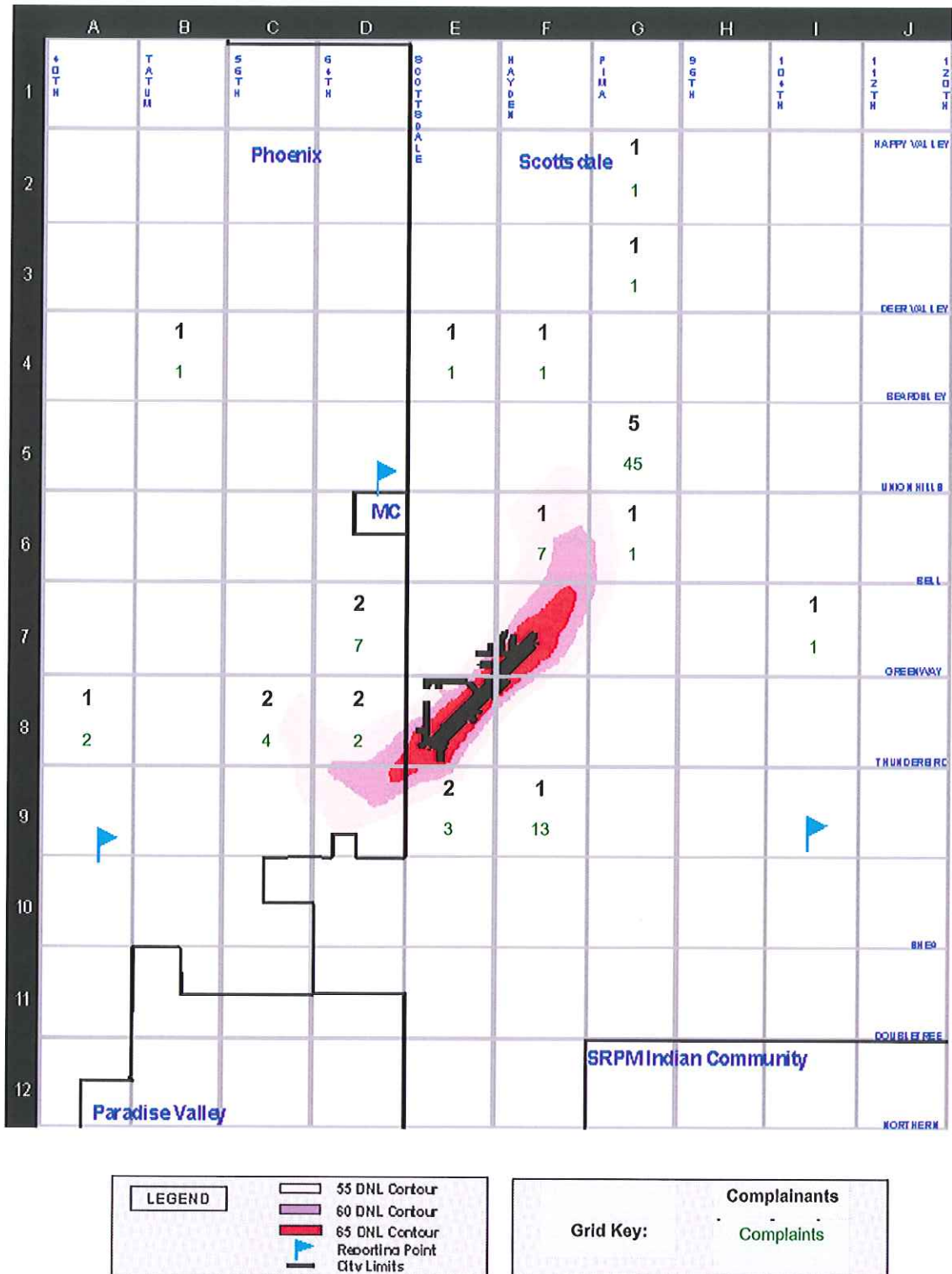
Local = complaints within the Airport Influence Area  
Regional = complaints outside the Airport Influence Area

## SDL AIRCRAFT NOISE COMPLAINT MAP

Complaints and Complainants Per Square Mile

April 1, 2011 Through June 30, 2011

The map below represents the Scottsdale Airport Influence Area. Each grid block indicates the total number of complaints (green- on bottom) received per square mile for the summary period, and the number of complainants or people (black- on top) who filed them. Please refer to the Map Legend for a description of the other map features.



## AIRCRAFT OPERATIONS and "LOCAL" NOISE COMPLAINT HISTORY



Through June 30, 2011

To remain consistent with historic data, only "Local" aircraft noise complaints that emanate within the boundaries of the Airport Influence Area grid are included in the chart below. The Airport influence Area grid is depicted on page two of this report. "Regional" complaints emanating from outside of the Airport Influence Area grid are tracked and reflected on page one of this report.

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Total
1998 Complainants	0	0	0	0	0	0	2	19	32	53	25	13	144
1998 Complaints	0	0	0	0	0	0	4	24	49	71	38	16	202
1999 Complainants	15	17	26	10	18	26	16	16	18	16	30	8	216
1999 Complaints	27	23	33	15	22	33	25	26	23	21	48	14	310
2000 Complainants	24	32	39	25	11	16	6	13	14	79	23	14	296
2000 Complaints	35	62	60	32	15	30	6	25	25	97	35	21	443
2001 Complainants	36	35	35	24	15	6	17	14	12	18	50	21	283
2001 Complaints	42	48	56	32	36	12	29	17	19	30	70	24	415
2002 Complainants	16	25	29	51	26	36	46	48	41	72	64	60	514
2002 Complaints	22	44	58	113	89	137	110	477	955	569	393	242	3,209
2003 Complainants	104	57	49	31	47	19	46	25	73	64	97	46	658
2003 Complaints	417	310	319	179	170	132	216	226	378	338	408	231	3,324
2004 Complainants	66	76	89	58	28	32	33	32	26	52	69	31	592
2004 Complaints	810	1,105	953	1,145	515	384	477	670	622	1,142	1,423	821	10,067
2005 Complainants	33	59	44	26	25	14	42	19	17	46	33	14	372
2005 Complaints	1,083	1,016	853	709	721	664	1,232	1,270	1,269	2,437	2,195	2,140	15,589
2006 Complainants	18	18	42	29	19	23	19	20	24	33	30	22	297
2006 Complaints	3,101	2,932	2,117	840	478	353	333	474	502	619	551	470	12,770
2007 Complainants	19	26	23	39	15	9	11	21	16	28	89	24	320
2007 Complaints	537	535	405	534	457	169	502	533	599	602	556	541	5,970
2008 Complainants	23	70	70	14	20	8	7	8	8	18	23	16	285
2008 Complaints	476	609	452	31	26	16	11	29	15	55	54	34	1,808
2009 Complainants	11	14	25	10	7	10	13	12	14	29	20	13	178
2009 Complaints	85	72	39	15	23	28	117	38	53	158	85	45	758
2010 Complainants	13	22	19	25	15	7	6	7	10	18	24	22	188
2010 Complaints	63	136	191	125	57	27	19	35	35	77	94	145	1,004
2011 Complainants	16	16	15	15	9	7	0	0	0	0	0	0	78
2011 Complaints	141	190	140	34	24	32	0	0	0	0	0	0	561



## COMMISSION INFORMATION REPORT

Discussion and Input Regarding Monthly  
Financial Reports for April 2011

Agenda Item No: 8a

Meeting Date: 07/13/11

Staff Contact: Shannon Johnson,  
Management Analyst

Phone: (480) 312-8475

### AVIATION OPERATING BUDGET FISCAL YEAR 2010/11

	FY 2010/11 Adopted Budget	FY 2010/11 Approved Budget		FY 2010/11 Year to Date (through April 2011)			
				Approved Budget	Actual	Dollar Variance	% Variance
Revenue	\$3,100,304	\$3,100,304	Revenue	\$2,568,374	\$2,518,510	-\$49,864	-2%
Expenses	\$1,729,622	\$1,667,809	Expenses	\$1,421,340	\$1,314,513	-\$106,827	-8%
Net	\$1,370,682	\$1,432,495	Net	\$1,147,034	\$1,203,997	\$56,963	5%

### AVIATION FUND CASH BALANCE

	Operating	CIP Funds	Total
As of 04/30/11	\$3,729,408	\$695,298	\$4,424,706
As of 03/31/11	\$3,608,317	\$1,051,149	\$4,659,466

### MONTHLY REVENUE AND EXPENDITURE COMPARISON (ACTUALS)

	April 2010	April 2011	Dollar Variance	% Variance
Revenue	\$340,605	\$319,381	-\$21,224	-6%
Expenses	\$161,229	\$170,754	\$9,525	6%
Net	\$179,376	\$148,627	-\$30,749	-17%

### ACCOUNTS RECEIVABLE AGING REPORT

Apr-11

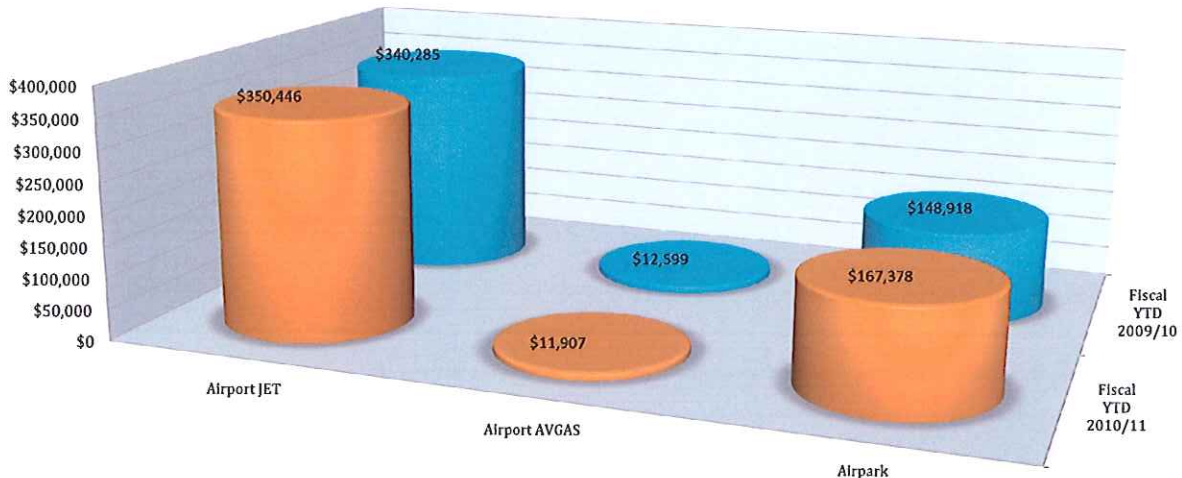
		Current	1-30 Days	31-60 Days	61-90 Days	91-120 Days	>120 Days	Total Amt Due
All Accounts	Total	63,189.25	18,502.23	955.54	-212.96	24.13	-977.44	81,480.75

### Fuel Flowage (@ \$0.08 per gallon)

	April 2010			April 2011			% Change
	Revenue	Gallons	% Total	Revenue	Gallons	% Total	From Last Yr
Airport JET	\$46,520	581,502	74.3%	\$44,720	559,001	71.0%	-3.9%
Airport AVGAS	\$1,538	19,224	2.5%	\$1,438	17,981	2.3%	-6.5%
Airpark	\$14,563	182,043	23.3%	\$16,789	209,865	26.7%	15.3%
	<b>\$62,621</b>	<b>782,768</b>	<b>100.0%</b>	<b>\$62,948</b>	<b>786,847</b>	<b>100.0%</b>	<b>0.5%</b>

	Fiscal YTD 2009/10			Fiscal YTD 2010/11			% Change
	Revenue	Gallons	% Total	Revenue	Gallons	% Total	From Last Yr
Airport JET	\$340,285	4,253,567	67.8%	\$350,446	4,380,572	66.2%	3.0%
Airport AVGAS	\$12,599	157,493	2.5%	\$11,907	148,840	2.2%	-5.5%
Airpark	\$148,918	1,861,481	29.7%	\$167,378	2,092,221	31.6%	12.4%
	<b>\$501,803</b>	<b>6,272,541</b>	<b>100.0%</b>	<b>\$529,731</b>	<b>6,621,632</b>	<b>100.0%</b>	<b>5.6%</b>

Scottsdale Airport Fuel Flowage (@ \$0.08 per gallon) - Fiscal Year-to-Date







## COMMISSION INFORMATION REPORT

Discussion and Input Regarding Monthly  
Financial Reports for May 2011

Agenda Item No: 8b

Meeting Date: 07/13/11

Staff Contact: Shannon Johnson,  
Management Analyst

Phone: (480) 312-8475

### AVIATION OPERATING BUDGET FISCAL YEAR 2010/11

	FY 2010/11 Adopted Budget	FY 2010/11 Approved Budget		FY 2010/11 Year to Date (through May 2011)			
				Approved Budget	Actual	Dollar Variance	% Variance
Revenue	\$3,100,304	\$3,100,304	Revenue	\$2,855,089	\$2,790,036	-\$65,053	-2%
Expenses	\$1,729,622	\$1,667,809	Expenses	\$1,546,724	\$1,422,562	-\$124,162	-8%
Net	\$1,370,682	\$1,432,495	Net	\$1,308,365	\$1,367,474	\$59,109	5%

### AVIATION FUND CASH BALANCE

	Operating	CIP Funds	Total
As of 04/30/11	\$3,883,343	\$141,948	\$4,025,291
As of 03/31/11	\$3,729,408	\$695,298	\$4,424,706

### MONTHLY REVENUE AND EXPENDITURE COMPARISON (ACTUALS)

	May 2010	May 2011	Dollar Variance	% Variance
Revenue	\$284,551	\$271,526	-\$13,025	-5%
Expenses	\$134,025	\$108,049	-\$25,976	-19%
Net	\$150,526	\$163,477	\$12,951	9%

### ACCOUNTS RECEIVABLE AGING REPORT

May-11

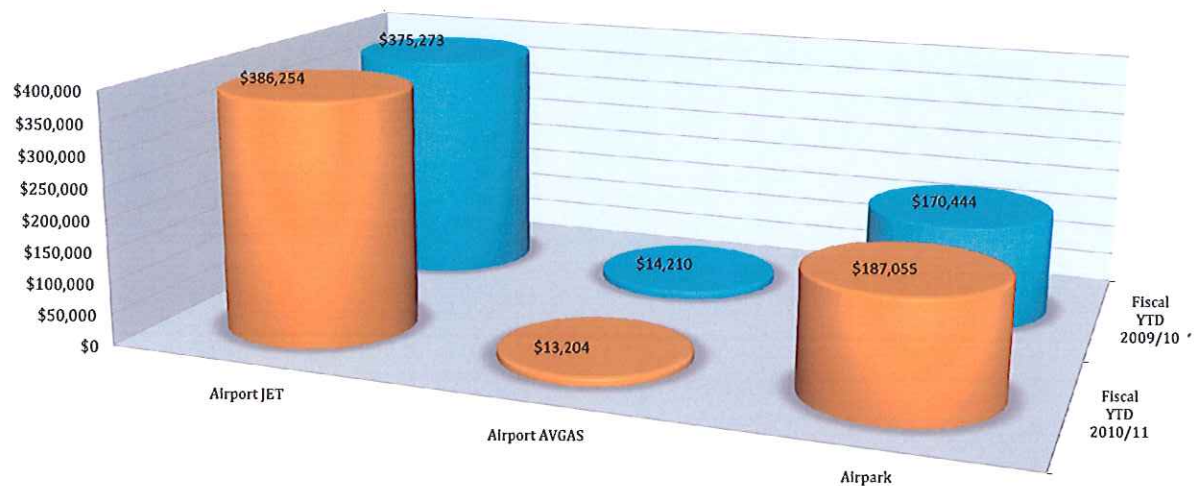
	Current	1-30 Days	31-60 Days	61-90 Days	91-120 Days	>120 Days	Total Amt Due
All Accounts	62,201.16	19,379.96	618.94	181.49	-41.85	1,782.90	84,122.60

### Fuel Flowage (@ \$0.08 per gallon)

	May 2010			May 2011			% Change
	Revenue	Gallons	% Total	Revenue	Gallons	% Total	From Last Yr
Airport JET	\$34,988	437,349	60.2%	\$35,808	447,606	63.1%	2.3%
Airport AVGAS	\$1,610	20,126	2.8%	\$1,297	16,209	2.3%	-19.5%
Airpark	\$21,525	269,067	37.0%	\$19,678	245,970	34.7%	-8.6%
	<b>\$58,123</b>	<b>726,542</b>	<b>100.0%</b>	<b>\$56,783</b>	<b>709,785</b>	<b>100.0%</b>	<b>-2.3%</b>

	Fiscal YTD 2009/10			Fiscal YTD 2010/11			% Change
	Revenue	Gallons	% Total	Revenue	Gallons	% Total	From Last Yr
Airport JET	\$375,273	4,690,916	67.0%	\$386,254	4,828,178	65.9%	2.9%
Airport AVGAS	\$14,210	177,619	2.5%	\$13,204	165,049	2.3%	-7.1%
Airpark	\$170,444	2,130,548	30.4%	\$187,055	2,338,191	31.9%	9.7%
	<b>\$559,927</b>	<b>6,999,083</b>	<b>100.0%</b>	<b>\$586,513</b>	<b>7,331,417</b>	<b>100.0%</b>	<b>4.7%</b>

Scottsdale Airport Fuel Flowage (@ \$0.08 per gallon) - Fiscal Year-to-Date







## COMMISSION INFORMATION REPORT

Discussion and Input Regarding the Marketing, Community and Pilot Outreach Programs

**Agenda Item No.:** 9

**Meeting Date:** 07/13/2011

**Staff Contact:** Kate O'Malley,  
Planning & Outreach Coordinator

**Phone:** (480) 312-8482

### INFORMATION

Monthly update of the marketing, community and pilot outreach programs at Scottsdale Airport.

### PURPOSE

The purpose of this item is to keep the Airport Advisory Commission informed of the airport's marketing and outreach efforts.

#### Marketing Program

#	Description	Purpose	Status
1	New DASSP access	Scottsdale Air Center has earned DASSP approval, which will allow general aviation aircraft departing from Scottsdale Airport to have direct access to Ronald Reagan Washington National Airport (DCA). Story picked up by Arizona Republic, USA Today, Dallas News, KTAR, KPHO, Tucson Citizen, Greenfield Indiana Republic, State Aviation Journal and a number of local and national online news sources.	Complete
2	Channel 11 Video – Scottsdale Airport Close-Up, other segments to follow	Produce marketing video showcasing Scottsdale Airport. Explore other outreach efforts via Channel 11. <b>Filming is underway.</b>	In Progress
3	Tradeshows	Developing partnership plan with the Scottsdale CVB for outreach at NBAA conventions.	In Progress
4	Promotional Materials	Aircraft Noise Information brochure and Airport Fast Facts handouts are being printed.	In Progress
5	Leverage Social Media	Researching ways to utilize social media to promote the airport and the City of Scottsdale.	In Progress

#### Community Outreach

#	Description	Purpose	Status
1	Website Updates	Updated the airport noise pages, converting permits to be electronically fillable forms, and updated the airport staff page.	In Progress
2	2011 Air Fair	The 2011 Scottsdale Airport Air Fair will take place November 5-6. Working with the event manager, PSM2, to plan the event. <a href="http://www.scottsdaleairfair.com">www.scottsdaleairfair.com</a>	In Progress



3	<b>Monitor property development through the Planning Department</b>	Work with the Planning Department to protect the airspace and development uses near Scottsdale Airport. In June 2011, a total of 5 projects within the Airport Influence Area were listed in the Planning and Zoning reports. None of the projects negatively impact the airport.	On-going
4	<b>Homeowner Association (HOA) Outreach</b>	Meet with interested homeowner associations to discuss Scottsdale Airport programs, operating facts, and any Airport points of interest to individual HOAs. Available upon request.	As needed
5	<b>Realtor Outreach</b>	Meet with Realtors and Real Estate Agents and provide disclosure information about Scottsdale Airport and its role in the community. This information is intended to be shared with prospective homebuyers prior to a home purchase. Available upon request. In June 2011, one presentation was given to about 100 realtors.	As needed
6	<b>Community Outreach</b>	Meet with schools and faith based organizations within the Airport Influence Area to discuss Scottsdale Airport programs, operating facts, and any Airport points of interest to individual community organization. Available upon request.	As needed
7	<b>Channel 11 Video - Scottsdale Airport and Aircraft Noise</b>	Produce video showcasing Scottsdale Airport and aircraft noise information for community members.	Future project
8	<b>Friendly Flight Forums</b>	Encourage periodic educational opportunities for pilots to communicate with interested members of the community on physics of flight, aircraft parts, familiarization of procedures, and "see and touch" aircraft.	Future project
<b>Pilot Outreach</b>			
<b>#</b>	<b>Description</b>	<b>Purpose</b>	<b>Status</b>
1	<b>Helicopter Pilot Guides</b>	Redesigning the helicopter pilot guide. Voluntary noise abatement procedures remain the same.	In Progress
2	<b>Major Transient Operator Communication</b>	Provide noise abatement education directly with major transient operators. Work with FBOs, aviation groups and tenants. In June 2011, provided a brief update to the Arizona Flight Training Workgroup and handed out pilot guides.	On-going
3	<b>Stage 2 Operator Outreach</b>	Communicate with Stage II aircraft operators to increase pilot awareness that Scottsdale Airport is surrounded by noise sensitive communities. If noise complaints from Stage II aircraft are received, aviation staff will work to make contact with the pilot (if possible) to remind them of the "fly neighborly" procedures.	As needed
4	<b>Voluntary Curfew Outreach (10:00 p.m. - 6:00 a.m.)</b>	Communicate with aircraft operators and remind pilots that noise sensitive communities surround Scottsdale Airport. Promote the voluntary curfew of 10:00 p.m. - 6:00 a.m. If noise complaints during the voluntary curfew hours are received, aviation staff will work to make contact with the pilot to remind them of the voluntary curfew procedures.	As needed
5	<b>Pilot "Good Neighbor" Pledge</b>	Document pilot support for Scottsdale Airport's noise abatement and community outreach programs, and generate increased pilot awareness and encouragement to operate neighborly.	As needed

6	<b>Educational Video</b>	Prepare an educational, interactive video for pilots highlighting the “fly neighborly” procedures at Scottsdale Airport. The educational video will be available on the airport website, and will be used at pilot briefings.	Future project
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## COMMISSION INFORMATION REPORT

Discussion and Input Regarding Status of Aviation Items to City Council

**Agenda Item No.:** 10

**Meeting Date:** 07/13/11

**Staff Contact:** Gary P. Mascaro,  
Aviation Director

**Phone:** (480) 312-7735

### INFORMATION

Discussion and input regarding status of the Airport Advisory Commission's 2011 items to City Council, and aviation-related items approved by Planning Commission, Design Review Board, or City Council.

Attachment(s): 1. Airport Advisory Commission Items to City Council -2011  
2. Aviation-related items to Planning Commission , Design Review Board, or City Council-2011  
3. City Council Meeting Calendar - 2011

**AIRPORT ADVISORY COMMISSION AVIATION ITEMS TO CITY COUNCIL  
2011**

AIRPORT COMMISSION DATE	APPROVED	ITEM DESCRIPTION	CITY COUNCIL DATE	APPROVED
1/12/11	6-0	<b>Use of Airport Land to Support Air Traffic Operations</b> <b>Adopt Resolution 8526</b> Authorizing a Memorandum of Agreement between the City of Scottsdale and the Federal Aviation Administration for use of airport land for navigation, communication, and weather aids for the support of air traffic operations at Scottsdale Airport.	1/25/11	Approved 7-0
1/12/11	6-0	<b>Runway Safety Area Enhancements Project</b> <b>Adopt Resolution 8527</b> Authorizing Construction Manager at Risk Construction Services Contract 2010-201-COS at a Guaranteed Maximum Price (GMP) of \$1,718,443.00 with J. Banicki Construction for the Runway Safety Area Enhancements Project at Scottsdale Airport.	1/25/11	Approved 7-0
4/13/11	5-0	<b>Airport Construction Bid Award</b> <b>Adopt Resolution No. 8648</b> , Authorizing Construction Bid Award No. 11PB033 with J. Banicki Construction, Inc., the lowest responsive bidder, at the bid amount of \$1,454,220.10 for the Scottsdale Airport Apron Reconstruction project.	5/17/2011	Approved 7-0
6/9/11	Continued to 7/13/11	<b>Amend Airport's Primary Guiding Documents</b> <b>Adopt Resolution No. 8721 and Ordinance No. 3950</b> amending Chapter 5, Aviation, of the Scottsdale Revised Code, Airport Rules and Regulation, Airport Minimum Operating Standards, Airport Rules and Regulations, Airport Minimum Operating Standards and the Scottsdale Airport/Airpark Rates and Fees Schedule that addresses an overall review and modification of the airport's primary guiding documents to help foster the long term economic health and enhance the safe operating environment at the airport/airpark.	8/23/2011	

**AVIATION-RELATED ITEMS TO PLANNING COMMISSION, DESIGN REVIEW BOARD OR CITY COUNCIL**  
**(Projects that may be on airport, have taxilane access, have height implications, or have sensitive noise uses)**  
**2011**

AIRPORT COMMISSION DATE	APPROVED	ITEM DESCRIPTION	PLANNING, DRB, OR CITY COUNCIL AGENDA DATE	APPROVED
N/A	N/A	<b>3-AB-2009 Westcor Aviation</b> - Request by applicant for approval for the abandonment of approximately 179 feet of an access road / taxi-lane located east of N. 73rd Street and south of E. Greenway Road with Industrial Park District (I-1) zoning. (The request was modified by the applicant to extend the time to fulfill the conditions for the abandonment.)	PC – 2/10/11 CC – 3/22/11	Approved 7-0 Approved 7-0
N/A	N/A	<b>57-DR-2006#2 Children's Learning Adventure</b> - Request approval of the site plan, building elevations, and landscape plan for a new child day care facility, with 20,674 sq. ft. of building area, on a 2.3 acre site.	DRB – 4/21/11	Approved 7-0
N/A	N/A	<b>10-DR-2011 Cocopah Middle School</b> - Request approval of the site plan, landscape plan, and building elevations for a multi-phase renovation of an existing public education campus, including demolition of several existing buildings, remodel of one existing building, and construction of four new buildings, comprised of 116,705 sq. ft. of building area on a 19 acre site.	DRB – 4/21/11	Approved 7-0
1/12/11	N/A	<b>2011 General Plan Update</b> - Arizona Revised Statutes requires each city adopt a comprehensive, long range General Plan.	CC - TBD	
NA	NA	<b>26-UP-2010 – Scottsdale Preparatory</b> – Requesting a use permit to expand their outdoor court and recreation area on the east side of the property. This property is in AC-1, and is outside the 55 DNL.	PC- 7/13/11 CC- 8/23/11	
NA	NA	<b>19-ZN-2002#2 – Crossroads East</b> - The Arizona State Land Department is requesting to amend the land use and stipulations for the Crossroads East Planned Community District, east of Scottsdale Road and north/south of the Loop 101 freeway. The change would accommodate additional retail uses including auto sales, and adjust the number of allowed residential units - thus providing consistency with areas adjacent to this property.	PC – 7/13/11 8/10/11 CC – 8/29/11	



# 2011 -- City Council Meeting Calendar

JANUARY						
S	M	T	W	T	F	S
					31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

APRIL						
S	M	T	W	T	F	S
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

JULY						
S	M	T	W	T	F	S
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

OCTOBER						
S	M	T	W	T	F	S
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

FEBRUARY						
S	M	T	W	T	F	S
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

MAY						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
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Key						

- January - 1 New Year's Day (Observed 12/31)
- January - 11 New Council Sworn; 17 MLK Holiday
- February - 21 Presidents Day
- March 12-16 NLC
- April - 18-26 (Sundown) Passover
- May 17 - Tentative Budget Adoption
- May 30 - Memorial Day
- June 7 - Final Budget Adoption
- July - 4 Independence Day
- August 30-31 League Conference
- September - 1-2 League Conference; 5 Labor Day; 28-30 Rosh Hashana
- October - 7-8 Yom Kippur; 25-27 Major General Plan Amendments
- November - 8-12 NLC; 24-25 Thanksgiving
- December - 20-28 Chanukah; 26 Christmas (Observed)



## COMMISSION ACTION REPORT

Discussion and Possible Action to Modify the Airport Advisory  
Commission Meeting Schedule and Commission Item Calendar

**Agenda Item No.:** 11

**Meeting Date:** 07/13/11

**Staff Contact:** Gary P. Mascaro,  
Aviation Director

**Phone:** (480) 312-7735

### ACTION

Review Airport Advisory Commission Meeting Schedule for 2011

### PURPOSE

Pursuant to By-Laws Laws of the Scottsdale Airport Advisory Commission, Section II – paragraph 202 – Regular Meetings shall be held on the second Wednesday of each month immediately following the study session, unless otherwise scheduled by majority vote of its members. In the event the Commission desires not to hold the preceding study session, the regular meeting shall begin at 6:00 p.m., unless otherwise scheduled by majority vote of its members.

Attachment(s): 1. Airport Advisory Commission Schedule of Meetings/Items – 2011

Action taken:

**AIRPORT ADVISORY COMMISSION SCHEDULE OF MEETINGS - 2011**  
(Including anticipated topics and timeline for discussion)

JANUARY						
S	M	T	W	T	F	S
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23	24	25	26	27	28	29
30	31					

- Election of Officers
- By Laws Review
- Disclosure Forms
- Quarterly Noise Program Update

FEBRUARY						
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MARCH						
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- Aviation Enterprise Fund Five-Year Financial Plan

APRIL						
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- Quarterly Noise Program Update
  - Risk Management Insurance Update\*
- \*Moved from Feb. per Risk Mgmt. request.

MAY						
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JUNE						
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\*Meeting moved to the 9th

JULY						
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- Quarterly Noise Program Update

AUGUST						
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- CVB Update

SEPTEMBER						
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- AZ Business Aviation Assn. Update

OCTOBER						
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- Quarterly Noise Program Update
- Chamber Update

NOVEMBER						
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- Aviation Capital Improvement Program

DECEMBER						
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